



THIAGARAJAR COLLEGE OF ENGINEERING

(A Government Aided Autonomous Institution Affiliated to Anna University)

Approved by AICTE, Ranked in NIRF, Programmes Accredited by NBA

Accredited with A+ Grade (3.47 out of 4) by NAAC in Cycle 1)

Madurai 625015, Tamil Nadu

67
YEARS
1957-2024
Celebrating
Academic Excellence

B.E Electronics and Communication

Placement Details for the Academic Year 2022 - 2023

Sl. No.	Reg. No.	Name of the Student	Department	Name of the Company	Annual CTC	Offer Letter Link
1	19D001	Aadil Khan Amzad	ECE	Brillio	12.5LPA	Offer Letter
2	19D113	Aathishwaran D	ECE	Wipro	6.5LPA	Offer Letter
3	19D002	Abhijith Valsakumar Sindhur	ECE	EmbedUR	8 LPA	Offer Letter
4	19D003	Abhinav Balamurgan	ECE	Lister	10LPA	Offer Letter
5	19D004	Abhirami Subbiah	ECE	TATA Elxsi	5.5LPA	Offer Letter
6	19D005	Abhishekvarun M	ECE	Trimble	2.43LPA	Offer Letter
7	19D006	Aghalya Prakash	ECE	AstraZeneca	2.16LPA	Offer Letter
8	19D007	Ajai Saikumar A K	ECE	Zoho	4.8LPA	Offer Letter
9	19D008	Akash B	ECE	Wipro	6.5LPA	Offer Letter
10	19D009	Anandha Ganesh M	ECE	Honeywell	8LPA	Offer Letter
11	19D114	Arikarashri K	ECE	Wipro	6.5LPA	Offer Letter
12	19D010	Arjune Ram Kumar Manikandan	ECE	Zoho	6LPA	Offer Letter
13	19D011	Arunan Krishnan	ECE	Comcast	6.5LPA	Offer Letter
14	19D012	Aswin Ravikumar	ECE	Wipro	6.5LPA	Offer Letter
15	19D013	Baalahemnath Saravanan	ECE	AstraZeneca	2.16LPA	Offer Letter
16	19D014	Behanraj Balamurugan	ECE	Zoho	6LPA	Offer Letter
17	19D015	Bhuvanshree Balamurugan	ECE	Shopup	18LPA	Offer Letter
18	19D115	Chetana Saravanan	ECE	TCS	7LPA	Offer Letter
19	19D016	Deepthi Elangovan	ECE	AstraZeneca	2.16LPA	Offer Letter
20	19D017	Deva Dharshini Sathiya Moorthy	ECE	TCS	7LPA	Offer Letter
21	19D116	Dhanushya J	ECE	Brillio	8.5LPA	Offer Letter
22	19D018	Dhanya Prabha Subramanian Bhuvanewari	ECE	TATA Elxsi	12.5LPA	Offer Letter
23	19D020	Dhekshaa Elumalai	ECE	Wipro	6.5LPA	Offer Letter
24	19D021	DIVYA MEENA ALAGUSUNDARAM	ECE	Amazon	9.6LPA	Offer Letter
25	19D117	Durga Devi G	ECE	Capgemini	4.25LPA	Offer Letter
26	19D022	Fathima Devasahayam	ECE	Ganit	6LPA	Offer Letter
27	19D119	Gokila PG	ECE	Wipro	6.5LPA	Offer Letter
28	19D023	Gokula Krishnan Kannan	ECE	Trimble	7LPA	Offer Letter
29	19D024	Gokulrajaram Arul Senthin	ECE	Microchip	3.6LPA	Offer Letter
30	19D026	Harini Aananthi Kutuva Suresh Kumar	ECE	Caterpillar	10.5LPA	Offer Letter
31	19D027	Haripriyadharshini JayaMurugan	ECE	Optum	5.5LPA	Offer Letter



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Sl. No.	Reg. No.	Name of the Student	Department	Name of the Company	Annual CTC	Offer Letter Link
63	19D057	Nila Alagarsamy	ECE	CTS(Genc)	4.5LPA	Offer Letter
64	19D060	Nishok Rajan Packiam	ECE	Caterpillar	10.75LPA	Offer Letter
65	19D128	Niveditha Mohan kumar	ECE	Comcast	6LPA	Offer Letter
66	19D061	Pavithra Jeyaraj	ECE	Wipro	6.5LPA	Offer Letter
67	19D062	PRADEEPA H	ECE	Wipro	6.5LPA	Offer Letter
68	19D063	Pranav Chaitanya	ECE	LTI	4.20LPA	Offer Letter
69	19D064	Pranavkumar Thoguluva Sudarsan	ECE	Zoho	6LPA	Offer Letter
70	19D065	Priyadharshini Manikandan	ECE	Wipro	6.5LPA	Offer Letter
71	19D066	PRIYADHARSHINI RAVICHANDRAN	ECE	Comcast	5.62LPA	Offer Letter
72	19D067	PUVI LAKSHMI VIVEKI	ECE	Viasat	2.66LPA	Offer Letter
73	19D068	RAGUL SHANKAR S	ECE	LTI	4.20LPA	Offer Letter
74	19D069	Rahulkumar K	ECE	HCL	4.25LPA	Offer Letter
75	19D070	Raji Santhoshi Thevendriya GaneshRajan	ECE	Trimble	7LPA	Offer Letter
76	19D071	RAM SUNDAR ALAGAPPAN	ECE	Zoho	4.80LPA	Offer Letter
77	19D072	Ramswetha Nagaraj	ECE	Wipro	4.25LPA	Offer Letter
78	19D074	Rich Dev Phagetra	ECE	Lister	10LPA	Offer Letter
79	19D075	Rohith D	ECE	EmbedUR	6LPA	Offer Letter
80	19D076	Roja Ramani Thirumalaipandi	ECE	Accenture	3.6LPA	Offer Letter
81	19D131	Saheel Aqthar S	ECE	TAFE	6LPA	Offer Letter
82	19D132	Sangeetha Muthukumar	ECE	Transunion	10LPA	Offer Letter
83	19D077	Sanjeev K	ECE	Lister	1.8LPA	Offer Letter
84	19D078	Sanjith N	ECE	Wipro	6.5LPA	Offer Letter
85	19D079	Santhosh S	ECE	Wipro	6.5LPA	Offer Letter
86	19D081	SARAVANAPRAKASH SURESH	ECE	Comcast	3LPA	Offer Letter
87	19D082	Sasikumar Muruganandham	ECE	Zoho	8.4LPA	Offer Letter
88	19D083	Seeman Chakkaravarthy V	ECE	Wipro	6.5LPA	Offer Letter
89	19D084	Senthilkumar Chinnathurai	ECE	Honeywell	3.6LPA	Offer Letter
90	19D085	Sethuraman Seetharaman	ECE	LTI	4.2LPA	Offer Letter
91	19D086	Shakinsha M	ECE	Optum	5.5LPA	Offer Letter
92	19D087	Shankar Mahadevan G	ECE	Fidelity	12LPA	Offer Letter
93	19D133	Shanmuham Saravanan	ECE	Wipro	6.5LPA	Offer Letter
94	19D088	Sharath Venkatesh R	ECE	LTI	4.2LPA	Offer Letter
95	19D089	Shashi Vishnu Manmathan	ECE	EmbedUR	6LPA	Offer Letter



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Sl. No.	Reg. No.	Name of the Student	Department	Name of the Company	Annual CTC	Offer Letter Link
96	19D090	Shenbaga Thendral Balamurugan	ECE	Caterpillar	9LPA	Offer Letter
97	19D091	Shreya Bava Thathar	ECE	Accenture	4.5LPA	Offer Letter
98	19D092	Shri Krishnaa Venkatesh Nagalakshmi	ECE	IBM	7.5LPA	Offer Letter
99	19D093	Siddharthan Saravanakumar	ECE	Tatacommunication	7.75LPA	Offer Letter
100	19D095	Somasundari M	ECE	AstraZeneca	2.16LPA	Offer Letter
101	19D096	SOORIYA Sathiya Murthi	ECE	Caterpillar	2.40LPA	Offer Letter
102	19D098	Soundharya Bharani Poomalai	ECE	Wipro	6.5LPA	Offer Letter
103	19D099	Srividhyalakshmi Ravichandran	ECE	Wipro	6.5LPA	Offer Letter
104	19D100	Swetha Sivaprakasam	ECE	TCS(DIGITAL)	6.5LPA	Offer Letter
105	19D101	Tanishq E	ECE	Microchip	10LPA	Offer Letter
106	19D102	Tharsana Senthilvel	ECE	Comcast	6.5LPA	Offer Letter
107	19D103	Thilak Aswin Thiruvallur	ECE	Brillio	12.5LPA	Offer Letter
108	19D104	Thillai Nivetha A	ECE	HP	4.80LPA	Offer Letter
109	19D105	Uma Sharaswathi Saravanan	ECE	Zoho	7.20LPA	Offer Letter
110	19D106	Vaishnavi Muthukumaran	ECE	Brillio	12.5LPA	Offer Letter
111	19D107	Varun Kumar Viswanathan	ECE	Brillio	12.5LPA	Offer Letter
112	19D019	VENKATA SUBRAHMANYA DHARANIDHAR VEMANA	ECE	Wipro	6.5LPA	Offer Letter
113	19D109	Vignesh Ravichandran	ECE	HP	4.80LPA	Offer Letter
114	19D111	Vijay Anand	ECE	HP	4.80LPA	Offer Letter
115	19D110	Vijayalakshmi Rajesh	ECE	Wipro	6.5LPA	Offer Letter



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Dr G.K. Ramesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 025

Date: 3rd November, 2022

Name: Aadil Khan A

College: Thiagarajar College of Engineering Madurai

Letter of Intent (LOI)

Dear Aadil Khan A,
Congratulations!

In continuation to our discussions, we are pleased to offer you the role of **Associate Engineer** in Brillio Technologies Private Limited (Brillio). Upon your acceptance of this Letter of Intent, and subject to you meeting all the applicable requirements under this letter, you will receive a formal offer letter, which will outline the specific employment terms and conditions.

In this regard, we are proposing compensation package which includes an annual CTC of INR 2,50,000 and ACE bonus of up to INR 4,00,000, the details of which are set forth in Annexure 1 to this letter.

Please note this letter of intent is not an offer of employment or a legally binding contract of employment. The contents of this letter are strictly between you and Brillio. Please treat this letter and the contents hereof as personal and confidential.

The final Employment Offer Letter shall be subject to your:

- Passing the final semester examination of graduation in the first attempt
- Completing your course in the summer of 2023
- Securing an average of 60% or equivalent and above across all semesters during graduation
- Not having any academic year drops
- No re-attempts/ATKTs/backlogs/arrears allowed in the final semester of any course
- Submitting all necessary documents at the time of joining

If any information supplied by you in your application or during the selection process is found to be correct and/or false and/or you suppress material information regarding your qualification, experience or medical history, Brillio reserves the right to revoke this Letter of Intent without any notice.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Brillio. Brillio solely reserves the right to make any changes to the date of joining and the location of posting during your training and employment with Brillio.

If the above stated terms are acceptable to you, kindly acknowledge and share scanned soft copy of your Letter of Intent within 7 days from the date of issue on OnCampus@brillio.com confirming

brillio.com



Name: Aadil Khan A
Role: Associate Engineer

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

Signature

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

ANNEXURE 1

Name: Aadil Khan A	Date:	
Level:		
Components	Monthly	Annual
Basic Salary	28333.3	340000
House Rent Allowance	11333	135996
Flexi/Special Allowance	28004	336048
Monthly Gross	67670.3	812044
Company's Cont to PF	1800	21600
Company's Cont to Gratuity	1363	16356
Fixed Pay	70833.3	850000
Annual Variable Pay		0
Total CTC		850000

• ACE Bonus (INR): INR 4,00,000

- First Payout – INR 1,00,000 at the end of 2nd year service
- Second Payout – INR 1,00,000 at the end of 3rd year service
- Third Payout – Up to INR 2,00,000 at the end of 4th year service based on performance



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Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai

Confidential

embedUR/OFR/2022/143

September 21, 2022

Employment Offer

Abijith V S,
BE - ECE Department,
Thiagarajar College of Engineering

Dear Abijith,

We are pleased to offer you the position of "Software Engineer" based on your participation in your college's Campus Placement Programme. The following are the terms and conditions of your employment:

- 1 Your probation period will last for 6 (Six) months. Your performance will be assessed by management during this time, and upon satisfactory completion, written confirmation will be provided at the conclusion of the probationary period.
- 2 Your annualized **Total Compensation (TC)** is:
INR. 6,00,000/- (Rupees Six Lakhs only) per annum during Probation period (i.e. initial Six months).
INR. 8,00,000/- (Rupees Eight Lakh only) per annum after successful completion of the Probation period.
The details of the salary break up are enclosed in Annexures. The structure of your compensation plan may be altered / changed from time to time in line with the Compensation policy and practices of the Company.
- 3 You may be required to complete an Internship prior to joining embedUR as a full time employee; the duration and period of internship is dependent on business demand and at the discretion of the management.
- 4 At the time of conversion to full-time, you are required to sign a 36-month Employment Agreement with the organization. Please refer to the Employment Agreement document for additional terms & conditions information.

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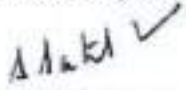
- 5 You are eligible for the leave and paid holidays in accordance with the organization's leave policy (National & State Holidays, Annual Leaves, Vacation Leaves, Emergency Time Off).
- 6 As applicable, you are eligible for additional benefits like Medical Insurance, Provident Fund and Gratuity.
- 7 The validity of this offer is contingent upon a successful background/reference check.
- 8 Please confirm acceptance of this Offer within 2 business days from the date it was issued.

We are thrilled that, as a member of embedUR, you will have excellent opportunities to contribute, play a significant role, and advance within the Organization.

With Best Wishes and anticipation of a mutually beneficial association.

for

embedUR systems (India) Private Limited


S. Sathish Kumar
Director Human Resources

I have read and understood the terms and conditions of the Offer and accept the same.

Signature

: V.S. Abhijith

Date

: 02/10/2022



Annexure 1.1

Total Compensation Breakup

Name	Abijith V S		
Designation	Software Engineer	Location	Chennai
Monthly gross (Rs.)		46,356.00	
1. Fixed Salary & Benefits		Per month (Rs.)	Per annum (Rs.)
1.1	Basic	23,178.00	2,78,136.00
1.2	HRA	9,271.00	1,11,252.00
1.3	Special Allowance	13,907.00	1,66,884.00
	Sub. Total	46,356.00	5,56,272.00
1.4	PF employer contribution	1,800.00	21,600.00
1.5	Gratuity	0.00	13,378.00
1.6	Medical Insurance	0.00	8,750.00
	Total - Section 1.0		6,00,000.00
Total Compensation			6,00,000.00
Benefits & Incentives:			
1) Medical Insurance for Family: embedUR provides a comprehensive medical insurance benefit to the spouse and children of the employee. For more details please refer to the Insurance policy document.			
2) Gratuity: You shall be entitled to the Gratuity upon completion of five (5) years of service with the Company. This is based on the current monthly basic salary for indication purpose only.			
3) The above is the pre-tax amount subject to standard deductions such as employee PF contributions, Tax and other applicable deductions.			
Note: Compensation details are highly confidential and shouldn't be discussed with anyone except Reporting Manager, HR & Finance Officials.			



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Annexure 1.2

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Total Compensation Breakup

Name	Abijith V S		
Designation	Software Engineer	Location	Chennai
Monthly gross (Rs.)		62,632.00	
1. Fixed Salary & Benefits		Per month (Rs.)	Per annum (Rs.)
1.1	Basic	31,316.00	3,75,792.00
1.2	HRA	12,526.00	1,50,312.00
1.3	Special Allowance	18,790.00	2,25,480.00
	Sub. Total	62,632.00	7,51,584.00
1.4	PF employer contribution	1,800.00	21,600.00
1.5	Gratuity	0.00	18,066.00
1.6	Medical Insurance	0.00	8,750.00
	Total - Section 1.0		8,00,000.00
Total Compensation			8,00,000.00
Benefits & Incentives:			
1) Medical Insurance for Family: embedUR provides a comprehensive medical insurance benefit to the spouse and children of the employee. For more details please refer to the Insurance policy document.			
2) Gratuity: You shall be entitled to the Gratuity upon completion of five (5) years of service with the Company. This is based on the current monthly basic salary for indication purpose only.			
3) The above is the pre-tax amount subject to standard deductions such as employee PF contributions, Tax and other applicable deductions.			
Note: Compensation details are highly confidential and shouldn't be discussed with anyone except Reporting Manager, HR & Finance Officials.			

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LISTC069

Abinav Balamurugan
ChennaiDr. G.K. Ramesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

31 May 2023

Dear Abinav,

We are delighted to make you this offer for appointment as **Software Engineer** at level **L04** in our team at Lister Technologies Pvt. Ltd ("Company") a fully owned company of Bounteous Inc.. This offer is valid as per our understanding that you will join Lister Technologies Pvt. Ltd. on or before **31 May 2023**. Under the terms of this offer:

Total Compensation: Your annual salary will be **INR 750,000/- (Rupees Seven Lakh Fifty Thousand Only)**. Your Compensation will be inclusive of annual benefits such as the company's contribution to Provident Fund. As a regular full time employee, you are eligible to participate in the benefit package offered by the company's prevailing employee policy and practices. All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding and payroll taxes. The continuation of your employment is subject to the condition that you pass all the exams conducted by your university and submit all the necessary proofs for successful completion of your final semester examination on or before 31 October 2023. In case you have not passed all exams, this offer for full time employment with Lister Technologies Private Limited shall be null and void, effective (i) date of results being published or (ii) 31 October 2023, whichever is earlier.

- **Focal Review/Appraisal:** Performance reviews will be done on a periodic basis. Salary reviews and increments are done on annual basis, where the salary increase will be done by April for associates whose joining date falls between January to June. Salary increment will be done by October for associates whose joining date falls between from July to December.
- **Tax:** It is your continuous responsibility to meet all requirements under Indian tax laws including tax compliance and filing of personal tax returns in respect of all payments paid to you under this letter. Taxes on any payment made under this letter will be borne by you. The Company shall deduct tax at source and any payments under this letter that require such deduction to be made by the employer in accordance with the Indian tax laws. If you have been previously employed, it is your responsibility to disclose the total income received from all your previous employers during the respective financial year for consideration and deduction of tax. In the absence of such disclosure, the Company shall only deduct tax based on the income that you receive from the Company.
- **Leave:** All full-time employees will be eligible for 36 days of paid leave in a calendar year (January to December). You will be eligible for 12 days of earned / vacation leave, 12 sick Leave and 12 days of casual leave. For new joiners, leaves will be credited on pro rata basis. Other leave benefits include Maternity leave of 6 months, Paternity leave of 7 days. Please refer the Leave Policy for more details after you join Lister Technologies.
- Lister Technologies Pvt. Ltd has extended this offer to you based upon your educational qualifications, technical / general knowledge, experience with other Employer(s), skills and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other confidential information. As a condition of employment at Lister, you agree not to disclose or use confidential or proprietary information or any trade secrets of any current or previous employer. In this regard, you should be extremely careful not to bring to Lister any documents or other materials in tangible form belonging to or acquired from any current or previous employer. You

SALARY BREAK-UP

Name : Abinav Balamurugan
 Designation : Software Engineer
 Date of Joining : 31 May 2023

Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

S. No	COMPONENTS	MONTHLY	ANNUAL
1	Basic	25,000	300,000
2	House Rent Allowance (HRA)	12,500	150,000
3	Special Allowance	14,964	179,570
4	Company's contribution to PF	3,000	36,000
5	Company's contribution to Gratuity	1,203	14,430
6	Conveyance	4,167	50,000
7	Company's contribution to Medical Insurance	1,667	20,000
	Total Compensation (in Rupees)	62,501	750,000

Confidentiality: Your compensation details are strictly confidential. You are entitled to discuss your compensation related queries only with the undersigned or with your HR point of contact in Lister. Any discussion or disclosure of your compensation related information with external parties will be considered as breach of the employment agreement with Lister. This may lead to withdrawal of this offer.

If you have any questions concerning this offer of employment, please feel free to contact the undersigned.

Sanjeev, we are pleased and excited to have you as part of Lister Family and are eagerly looking forward to a challenging and rewarding association.

For Lister Technologies Pvt. Ltd.,

Vijayakumar Dilli

Vijayakumar Dilli
 Vice President – Human Resources

Acknowledged, Agreed and Accepted by:

Abinav Balamurugan
 Software Engineer



Dr. G.K. Raajesh

5

Hi Abhirami,

Congratulations on your selection at Tata Elxsi

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Please submit below documents for completion of your joining process.

- a. Relieving letter(s) & Experience Certificate(s) from all your previous Organisations covering your entire experience.
- b. Your salary certificate / payslips (Latest 3 months Pay Slips from your immediate previous employer).
- c. Certificates of 10th & 12th Classes.
- d. Graduation Certificate & Marks Sheets.
- e. Post Graduation Certificate & Mark Sheets (If applicable).
- f. Passport Details (Number, Date, Place of Issue and Validity) with copy of first four and last two pages. Please get the self-attested copies of first four and last two pages of pass port.
- g. Last Employer's PF Membership No. (If applicable).
- h. Passport Size Photograph (White Background).
- i. Copies of Pan Card, self attested.
- j. Copies of Aadhar Card, self attested.

The offer should be signed (at the end of every page) and shared back to us.

Joining process will start by 9:00 AM on your joining date.

Note: Joining formalities will not be carried out if any of the mandatory documents is not submitted. Joining formalities will be done on the day when all the required documents are brought by you.

Looking forward to your joining the TATA ELXSI FAMILY!

for Tata Elxsi Limited,

S. Rajagopalan

Rajagopalan S.

Head - Human Resources

TATA ELXSI

Registered Office: **Tata Elxsi Limited** ITPS Road Whitefield Bangalore 560 048 India

Tel: +91 80 2297 9123 Fax: +91 80 2841 1474

www.tataelxsi.com

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Engineering creativity



29 May, 2023

Abhirami Pazhamalai
No 2/248, Mathakovil Street, Vayalapadi (Po & Vill) - 621716

Dear Abhirami,

We are pleased to appoint you as **Engineer** or in such other capacity as the Management of the Company shall from time to time determine, under the following terms and conditions:

1. Appointment:

You will be required to join us on **26 June, 2023**.
(The Company reserves the right to advance / postpone the date of joining.)

1.1. Your date of appointment is effective from the date of joining.

2. Code of Conduct:

- 2.1. The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.
- 2.2. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of your job, skills, specific background and professional merit. Accordingly your salary and any changes made to it, is strictly confidential, and you shall treat it accordingly.
- 2.3. You shall maintain proper discipline and dignity of your office and shall deal with all matters with sobriety.
- 2.4. You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- 2.5. You shall inform the Company of any changes in your personal data within 3 days of the occurrence of such change. Any notice required to be given to you shall be deemed to have been duly and properly given if delivered to you personally or sent by post to you at your address in India, as recorded in the Company.
- 2.6. You will observe work timings and holidays as applicable to your location and place of work.

TATA ELXSI

Registered Office: **Tata Elxsi Limited** ITPB Road Whitefield Bangalore 560 098 India

Tel +91 80 2297 9123 Fax +91 80 2841 1474

www.tataelxsi.com

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Engineering Creativity



3. Training & Probationary Period:

- 3.1 You will be on training for the first 6 months. During the training period, you will be subject to assessment at various stages and you are expected to meet the minimum acceptable criteria for your continuity in the Company and subject to submission of Provisional Degree Certificate (PDC) of the University with **60% or 6.0 CGPA** in aggregate.
- 3.2 Post the above, you will be on probation for the next 6 months. On meeting the minimum acceptable criteria and on completion of the probation period, if found suitable in the appointed post, you will be confirmed in writing by the Company. The terms and conditions of this letter shall continue to bind you or as may be amended by the Company from time to time.
- 3.3 Based on your performance, the Company is at liberty to terminate your services, if found unsatisfactory at any time during the Training or probation period, or extended probation period, as it deems necessary.

4. Salary:

- 4.1. During the period of probation you will be entitled to salary and perquisites as detailed in the annexure. The Company in writing will communicate any change in compensation to you.
- 4.2. Compensation structure detailed in the attached annexure is for a posting in **Chennai**. The compensation structure is based on location of posting and any change in compensation arising out of a change in location of posting will be communicated to you in writing.

5. Initial Posting and Subsequent Transfers:

Your initial posting can be at any of our design & development centers in **Chennai**. You will be liable to transfer in such capacity as the Company may from time to time determine to any other location, department, establishment, factory or branch of the Company or subsidiary, associate or affiliate of the Company in India or abroad without claiming any extra remuneration for such transfers.

6. Leave:

- 6.1. You will be entitled to leave and other benefits in accordance with the rules / policies of the Company.

7. Other Work:

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- 7.1. Your position is a full time employment with the Company and you shall devote your whole time and attention to the Company's business entrusted to you. You will not take up any other work for remuneration (Part-time or otherwise) or work in advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without the prior written permission of the Chief Executive Officer of the Company.

8. Termination:

- 8.1. During the period of training / probation, your services shall be terminable by giving one month's notice or one month's basic pay in lieu thereof on either side at the sole discretion of Tata Elxsi management. On confirmation of your services in the Company, your services shall be terminable by giving three months notice or three months basic pay in lieu thereof on either side at the sole discretion of Tata Elxsi management.
- 8.2. In the event that you want to terminate your employment with the Company, while on a project at customer's site in India or abroad you will be required to give a minimum of 90 days notice, to enable smooth transition and transfer of technology. The actual date of release will be mutually decided with the consent of the concerned client and your superior and the said date of release shall not be unreasonably withheld provided you are able to handover charge satisfactorily within the 90 day period. This minimum notice of 90 days cannot be adjusted with payment in lieu of notice period as mentioned in clause 8.1 above or adjusted against the Privilege Leave.
- 8.3. During the term of your employment with the Company, if the Company decides to enroll you for Training/Development Program abroad, you shall not leave or abandon the services of the Company for the time period set forth in a separate agreement from the date of completion of such Training and Development Program. On completion of such time period, if you wish to leave the services of the Company, you shall be bound to provide prior notice in writing as per the terms of this Employment Agreement / Offer letter.
- 8.4. You will be liable to termination from service by the Company without notice if:
- Any declaration given by you or any testimonials furnished by you to the Company is found to be false, or,
 - You are found to have willfully suppressed any material information, or,
 - You are found to have been convicted for or indulged in criminal, subversive or immoral activities, or,
 - You are found to have indulged in financial irregularities; or
 - You breach any of the terms and conditions of your employment as specified in this letter, or of any further official communication from the Company.

9. On Separation:

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Engineering Creativity



- 9.1. On communication of the termination/resignation of your employment with the Company, you will immediately give up to the Company before you are relieved, all documents of the Company including correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and shall not make or retain any copies of these items.

10. Background Check:

You are advised that, before or after joining the services, the Company or its Client(s) may conduct a background check such as past employment, education, financial & criminal check, including any other information that has been furnished by you. The Company reserve the right to withdraw any offer of employment or terminate your appointment immediately, without any liability should the results of your background investigation found negative.

11. Intellectual Property and Confidential Information:

11.1. Information pertaining to the Company's operations and its clients shall remain secret and safeguarded by you. On joining the Company, a formal agreement to effect non-disclosure of confidential information and intellectual property etc. shall be executed by you. You will also keep us duly informed if you are bound by any confidentiality agreement with any of your previous employers, in which case you shall keep us indemnified against any breach thereof by you. Any Intellectual Property or Patents developed by you during your service will be the property of Tata Elxsi Limited. After leaving the services of the Company, you shall keep confidential and proprietary information and technologies, which you were involved with during your service with the Company and shall render yourself liable to damages and costs arising out of breach of such confidentiality.

11.2. You shall irrevocably, unconditionally and free of any cost, royalty or compensation, assign to TEL all rights, title and interests including the transfer rights and Intellectual Property Rights in all products, designs, software, all embedded, intermediary, base software technology which is created or developed by you during the course of your employment. TEL shall have the right to obtain and hold in its own name, copyrights, trade-marks and other applicable registrations and seek such other protection as may be appropriate to the work, product and all designs, software created by you and you shall also provide TEL or any person designated by TEL all assistance as may be required to establish and / or perfect the rights defined in this clause.

11.3. **Data Protection Regulation- Personal Data:** You acknowledge and agree that TEL or any of its affiliates or group companies may process your personal data/ sensitive data. You also hereby provide explicit consent to the company to transfer such personal/sensitive data outside the country in which you are employed. TEL will process

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your personal data in the performance of a contract as your employer, to ensure to meet the employer obligations and the requirements of employment law. Your personal/sensitive data as part of legal obligation for business accounting, payroll, tax, immigration purposes. Your personal/sensitive data shall be under legitimate interests to carry out background checks as part of our due diligence measures. You hereby give your explicit consent to TEL to process such personal/or sensitive data.

12. Adhering to Safety Standards:

- 12.1. The Company strives to provide each employee with a safe and healthy work environment. Each employee has responsibility for maintaining a safe and healthy workplace for all employees by following safety and health rules and practices and reporting accidents, injuries and unsafe equipment, practices or conditions.
- 12.2. Violence and threatening behavior are not permitted. Employees should report to work in condition to perform their duties, free from the influence of illegal drugs, smoking, chewing of tobacco or alcohol. The use of alcohol and/or illegal drugs in the workplace will not be tolerated.
- 12.3. Tata Elxsi has implemented its Healthy and Safety process based on ISO 45001. You are expected adhere to the Health and Safety Policy and promptly report any potential health and safety issues as per the reporting mechanism stipulated under the Health and Safety Policy. This act may help us maintain our own safety, as well as the safety of our fellow co-workers.

13. Protection of Interest:

- 13.1. If you conceive any new or advanced methods of improving process / formulae / systems in relation to the operations of the Company, such development will be fully communicated to the Company and will be and will remain sole right / property of the Company.

14. Client Management:

- 14.1. On Termination / Resignation of employment for what-so-ever reasons, you will not seek employment opportunities with our principals, customers and any other person / entity, with whom you had a business relationship / technical engagement within one year from your last working day in the Company. In the event the Company is of the reasonable opinion that you are terminating your employment with the Company to pursue an occupation in violation of this Clause 12, then the Company reserves the right to, at its sole discretion, refuse to accept any letter of termination, by whatever name called, of your employment with the Company. The Company further reserves the right to

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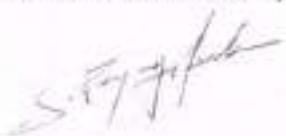


- 19.2. You will be required to produce one set of photocopies and the originals of certificates / testimonials on the day of joining. Photocopies will be retained for our records and originals will be returned to you upon verification.
- 19.3. Please note that while on employment, you will be governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you.

We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association.

Wishing you the best in your career,

For Tata Elxsi Limited,


Rajagopalan S.
Head - Human Resources

Declaration

I acknowledge that I was provided with an unsigned copy of this Agreement in advance of signing the same and was accorded ample opportunity to read and seek whatever clarification I needed related to the Agreement. I have read and understood the above terms and conditions of employment and am accepting the same. I will be reporting for duty on as indicated to me in **Clause 1** of this letter ("**Date of Appointment**"). By signing this Agreement I consent to the Company for collecting, retaining and processing my personal/sensitive data.

Date:

Signature: _____

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Annexure 1

Annexure to: **Abhirami**

Appointment Letter Dated: **29 May, 2023**

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Name	Abhirami
Level	D
Designation	Engineer
BU	TBU
Location	Chennai

	Amount in INR
Basic	15,500
House Rent Allowance	7,750
Flexible Benefit Plan**	18,578
Statutory Bonus *	1,400
Monthly Salary	43,228

Deferred Benefits (Annualised)

Provident Fund (As per the PF Act 1952)	22,320
Gratuity (As per the Gratuity Act 1972)	8,947

Annual Gross Salary **5,50,003**

Medical Insurance (Hospitalisation) coverage as per Company policy as amended time to time.

Group Term Life (Personal Accident + Life Insurance) Coverage as per Company policy as amended time to time.

*As per the Payment of Bonus Act 1965

**Please refer the annexure for details of FBP

For Tata Elxsi Limited,

Rajagopalan S.
Head - Human Resources

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Annexure 2

Annexure indicating breakup of FBP components applicable to grade "D"

1. Telephone / Cell phone expenses (Not exceeding Rs. 15,000/- p.a.).
2. Membership for Technical Societies (not exceeding Rs.6000/- p.a.).
3. LTA (tax free twice in 4 years as per prevailing Income Tax rules).

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(C=U=V=I=H=A=I=M=P=L=E=D=O=R=)



Date: 22 June 2023

6

To,
Abhishekvarun M
Plot no.219, Nms nagar, Alatur,
omachikulam, Madurai - 625014.

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear Abhishekvarun M,

Welcome to Trimble Family!!

Trimble is a great place to work!!! We take pride in our culture. We are confident that you will find meaning and associate with our organization, our values and work ethics. We look forward to your successful integration with us and a rewarding career with Trimble.

1. With reference to your application and your subsequent interview with us, we Trimble Information Technologies India Pvt Ltd are pleased to offer you the position of **Software Developer** subject to the terms and conditions set out in Annexure - A hereunder. You will receive emoluments and perquisites as mentioned in Annexure - C, which also specifies your detailed salary break up.
2. This Offer is subject to verification process conducted by Trimble India. If at any time, it is found that any of information provided by you is false, or any of the documents provided by you are not genuine, then the Offer becomes invalid and void ab initio.
3. You are required to join the services of Trimble India, on or before from **Monday, July 3, 2023**
4. At the time of joining, you are required to furnish the documents mentioned in Annexure - B
5. This Offer Letter, along with the Annexures & Addendum contained herein, are issued in duplicate. Kindly submit one copy of this Letter along with Annexures & Addendum duly signed by you as token of your acceptance of the same, by **27 June 2023** either as a physical copy or soft copy electronically. (In case you are providing the duly signed copy electronically, the original hard copy needs to be provided on the date of joining). If this Letter is not signed and returned to Trimble India as stated above, this offer shall be considered null and void.

We wish you good luck in your career with us and look forward to mutually beneficial association.

For Trimble Information Technologies India Pvt Ltd

PRAVEENA
KAMALANATHAN

Digitally signed by PRAVEENA
KAMALANATHAN
Date: 2023.06.22 16:51:25
+05'30'

Authorized Signatory

I have fully read, understood the content, and hereby agree to abide by the same.

Abhishekvarun M

CIN: U72300TN1999PTC043647

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1st Floor, No.23, Sankey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

Annexure – A**Terms and Conditions of Employment**

This Terms and Conditions of Employment sets out the terms of your employment with Trimble India.

1. Designation and Place of Work:

- 1.1. You will be employed in the position of **Software Developer**, Trimble Information Technologies India Pvt Ltd. Your initial duties and responsibilities will be briefed to you by your supervisor or a designated person by the company and also may have reference in the new employee orientation program.
- 1.2. Your principal place of work as on the Effective Date shall be at **Chennai**, or at such other place as may be designated by the Company. You may be transferred, at the sole and absolute discretion of the Company, to any place in India or outside India, on terms and conditions not less favourable than those contained herein. You may be required to travel both inside and outside India on the business of the Company in the due performance of your duties, from time to time. The Company may also depute you to any work or assign you to any client, affiliate or associate company, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom the Company may make any such arrangement or agreement. You will at all times need to keep your passport valid and current.

2. Compensation

- 2.1. Your Annual Total Base Pay will be **Rs.7,00,000 Per Annum** (which is explained in Annexure C), payable according to local payroll practices, subject to any deduction, including without limitation the usual deductions for taxation and other statutory deductions as required by the law.
- 2.2. Any tax liability arising out of your compensation/ salary shall be borne by you and it will be as per Income Tax Act and statutory rules, as applicable. All payments by the Company to you, shall be made after deduction of taxes, as applicable under the law.

3. Confidentiality of salary information:

- 3.1. The salary package offered to you is specific and personal to you. Any comparison of the same with the salary packages of other employees is discouraged.
- 3.2. You are required to strictly maintain the secrecy of and ensure that you don't divulge or communicate in any manner, any information regarding your remuneration/terms of employment, to any other employee of the company, except authorized authorities.
- 3.3. In a similar way, when deputed to work / interact at the client site, you are expected not to discuss or disclose the same to any member of the client staff, in the interest of maintaining and promoting good and ethical functional business relations with our clients.

4. Company Policies:

- 4.1. You agree that you will at all times faithfully, industriously, and to the best of your skill, ability, experience and talents, perform all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with the terms contained herein, all company policies, procedures, rules and regulations, both written and oral, as are announced by the Company, from time to time.

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- 4.2. It is also understood and agreed to by you that your assignment, duties and responsibilities and reporting arrangements may be changed by the Company, in its sole discretion, with or without causing termination of your employment.
- 4.3. Your attention is also drawn to the Company Policies and Procedures manual (collectively referred to as the "Company Policies") which describe in more detail, various other employment practices, such as claiming and payment of business expenses, and policies such as those on Leave & Holidays, Sexual Harassment, Use of Technology and Health and Safety, Global Code of Conduct which can be accessed at the Company Intranet. The Company reserves the right to review, modify or amend the Company Policies as and when required, at its sole discretion and the same shall be updated in the Intranet. Such modifications and amendments are also deemed to be part of these terms.
- 4.4. On accepting the terms contained herein and joining the services of the Company, you acknowledge that you would read through carefully and understood all the Company Policies contained on the intranet, your duties and responsibilities vis-à-vis such policies, the various steps and disciplinary actions that the Company can take/implement in order to ensure compliance with its Policies. You hereby agree to adhere to and comply with such Company Policies at all times during the term of your employment and thereafter if you are required to.

5. Non-Compete & Non-Solicitation Obligations:

- 5.1. In view of the position to be held by you in the Company, and the fact that you would be exposed to confidential and proprietary information of the Company during the course of your employment, you hereby undertake to abide by the following:
- 5.1.1. In the event of termination of your employment with the Company for any reason whatsoever, you shall, for a period of 12 months from the date of termination, be obliged not to engage yourself, directly or indirectly in any manner whatsoever in any Business or firm or Company which constitutes a competition to the Company's business;
- 5.1.2. During the employment with the Company and for a period of 12 months thereafter, you shall not, without the Company's express written consent, either on the your behalf or on behalf of another (a) contact or deal with employees or ex-employees of the Company and or its associated companies, for the purpose of hiring them; (b) hire employees or ex-employees of the Company and/ or its associated companies; or (c) solicit the business of any client, customer or licensee of the Company and / or the associated companies.
- 5.1.3. The Clauses 5.1.1 and 5.1.2 shall survive the termination of employment. You hereby acknowledge that the provisions of these clauses are reasonable and necessary measures designed to protect the proprietary and Confidential Information of the Company.

6. Data Protection:

- 6.1. You consent to the Company holding and processing, both electronically and manually, the data it collects in relation to you, in the course of your employment, for the purpose of the Company's administration and management of its employees, its business and for compliance with applicable procedures, laws and regulations. You also consent to the transfer, storage and processing by the Company of such data outside India, where the Company may have its offices or that of its affiliates or group companies, and to the sharing of such data with prospective buyers, clients, acquirers and partners of the Company's business.

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1st Floor, No.23, Sankey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

7. Indemnification:

- 7.1. You undertake to keep the Company fully indemnified in respect of any breach or violation of the Non-Disclosure, Non-Use, Non-Compete and Confidentiality obligations by you. You understand that if you breach / violate in any manner, any terms and conditions herein, the Company shall suffer irreparable loss, harm and injury and monetary damages alone shall not be the adequate relief. Company, therefore, shall be fully entitled to obtain injunctive relief including similar other relief against you.

8. Termination of Employment:

- 8.1. Notice of termination: Each party agrees to provide the other Party with **two months** prior written notice for termination of employment or payment of two months' salary (Total Base Pay) in lieu of notice of termination. Notwithstanding the above, in the event that you desire to terminate your employment with the Company, the Company shall have the sole discretion to relieve you only after the completion of a Company assignment, where the same has not yet been completed by you.
- 8.2. You hereby agree that the Company is entitled to terminate your employment, at any time without notice or payment in lieu of notice if such termination arises as the result of your misconduct, negligence and/or breach of any express or implied term of your employment including the Company Policies and/or Global Code of Conduct as available on Intranet. Notwithstanding other provisions contained herein, the procedures for termination of employment and any associated payment settlement will be subject to managements' sole discretion.
- 8.3. Upon the termination or cessation of your employment with the Company for any cause whatsoever, you shall immediately deliver up to the Company or its authorized representative, any property or documents of the Company which may be in your possession, custody or under your control, including, without limitation, mobile phone, laptop, memoranda, correspondence, notes, records, reports, sketches, plans, letter heads, visiting cards or other documents and any copies or reproductions thereof in any medium whatsoever, and all other confidential information, whether or not the property was originally supplied to you by the Company. If so requested, you shall provide to the Company a signed statement confirming that you have fully complied with this Clause.
- 8.4. Without prejudice to any other right available under law, the Company reserves the right to make reasonable deductions from your full and final salary payment or any other amount due to you, in the event you fail to return all the property of the Company which is in your possession, or return it in a damaged state, other than due to normal wear and tear.
- 8.5. **DUAL EMPLOYMENT:** You will be in the exclusive employment of the Firm. During your employment with the Firm, you will devote your whole time, attention and skill to your ability for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

9. Retirement:

Retirement age for all the Trimble employees in India will be 58 years.

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Annexure – B***Documents to be submitted within three days of offer acceptance***

- a. Copy of educational certificates (SSLC, HSC, Graduation & Post Graduation);
- b. Copy of appointment letter/relieving letter from your last 3 employers;
- c. True copy of your last 2 months' pay slip;
- d. 6 copies of color passport size photographs;
- e. Copy of all pages of your passport;
- f. Copy of your Pan Card & Aadhaar Card;
- g. Identity Proof (Copy of Driving license/Voter's ID);
- h. Proof of residence (both permanent and present address);
- i. Employment Data Form, if not submitted earlier;
- j. Signed Trimble Policy Documents (enclosed with this offer);

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Annexure – C

Compensation Break-up/CTC

Name: Abhishekvarun M


 Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Tiruvarur-625 015
 Date: 22 June 2023

Particulars	Compensation Per Month (In Rs.)	Compensation Per Annum (In Rs.)
Basic Salary	20417	245000
HRA	10208	122500
Flexible Benefit Basket	25258	303100
A. Gross Salary (Rs.)	55883	670600
Provident Fund		
B. Company's Contribution (Rs.)	2450	29400
Total Base Pay (Rs.) - A+B	58333	700000
C. Other Benefits		Benefits Value
Medical Insurance for family		850000
Personal Accident Insurance		1500000
Term Life Insurance		2100000
Gratuity	**	** As per Gratuity Act, 1972

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 1st Floor, No.23, Sankay Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23148088

Addendum**Non-Disclosure Agreement**

During the period of employment you may be exposed to various Confidential Information of the Company and its subsidiaries, holding company, affiliates, etc. ("Associated Companies"). "Confidential Information" for the purpose of this clause shall include without limitation (i) all information, documents, data, software, lists, client letters, design, pattern and correspondence etc., in any form (physical, oral, electronic, etc.), that belong to the Company and / or Associated Companies; (ii) details of the Company's and / or Associated Companies', internal practices etc., that are not available in the public domain; (iii) identities and details of the Company and / or Associated Companies or their clients and their work details; (iv) any information of any client of the Company and / or Associated Companies, whether privileged information or not; (v) trade secrets, know how, other intellectual property rights of the Company and / or Associated Companies, and (vi) any other Confidential Information disclosed by the Company and / or Associated Companies to you, whether marked as confidential or not.

You are fully aware that it is a matter of paramount importance on your part that the above Confidential Information should not be in any manner disclosed, misused, or passed on to any third party by you, directly or indirectly, and accordingly you fully commit yourself to this non-disclosure and non-use obligation in respect of the Confidential Information.

You should inform the management of the Company before enrolling yourself for any examination or course of study. You will not divulge orally or in writing any Confidential Information that comes to your knowledge during the course of your service in the Company to any of the outside agencies. You shall not disclose any of the trade secrets, proprietary information or any other Confidential Information to any of the external parties against you.

All the research done and data generated, including that of the client database of the Company is the sole property of the Company. Unauthorized storing, copying, deleting or transmitting (in hard/soft or any other means) of any Confidential Information will be in breach of contract, is a serious legal offense and strictly prohibited. This will lead to immediate termination without any notice. All losses on such offenses will have to be fully compensated in monetary terms.

You are not allowed to carry the research/official document, workbook or any document containing Confidential Information in any media or any form outside the office premises without written permission of the authorized person, failing which strict disciplinary action will be taken.

You agree, confirm and undertake that you shall not otherwise derive any benefit of whatsoever nature out of the Confidential Information and the Confidential Information shall be used by you only to perform the duties assigned to you by the Company. Even to the other constituents and employees of the Company the Confidential Information shall be disclosed only on a need-to-know basis and to the extent absolutely necessary.

At the end of your employment with the Company, you shall handover all the data, information, files, documents, pattern and designs etc., pertaining to the Company which are in your possession without keeping any copy, replica, duplicate in any manner or any form.

If any disclosure of the Confidential Information to governmental, judicial, statutory, regulatory or other authorities is required, you shall provide a prior written notice to the Company of such requirement, unless the applicable law does not permit such notice.

Assignment of Inventions:

You will disclose to the Company, forthwith, any discovery, invention, process or improvement made or discovered by you while our service, and such discovery, invention, process or improvement shall belong absolutely to and by the sole and absolute property of Company, you shall at the Company's expense, take out or apply for Letters of Patent, Licenses, or other rights, privileges or protection as may be directed by us in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to the Company, and you will execute and do all instruments, acts, deeds and things, which may be required by the Company, for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in our favour or in favour of such other person or persons, firms, or companies, as we may direct as the sole beneficiary thereof.

If during the course of your duties you make any discovery or invention or secret process or improvement in procedure or make any literary or artistic work or computer program relevant to, or capable of use in, the business of the Company then you must disclose all facts and details to the Company as it may require, and such discovery, invention, secret process, or improvement in procedure, literary or artistic work or computer program and all intellectual property rights relating thereto, shall belong to and be the absolute property of, the Company. At the request and expense of the Company, you shall give and supply all such information, data, drawings and assistance as may be necessary or in the opinion of the Company desirable to enable the Company to exploit the intellectual property to the best advantage (as decided by the company). You shall execute all documents and do all things which may, in the opinion of the Company, be necessary or desirable for obtaining patent or other protection for the intellectual property and for vesting the same in the Company, as the Company may direct. You also agree to execute any additional documents, subsequent to your employment with the Company, as may be necessary for the Company to perfect its title in the intellectual property.

For a period of six (6) months after termination of your employment with the Company, you shall promptly disclose to the Company fully and in writing all inventions authored, conceived or reduced to practice by you, either alone or jointly with others. In addition, you hereby undertake to promptly disclose to the Company all patent or copyright applications filed by you or on your behalf within one (1) year after termination employment.

CIN: U72300TN1999PTC043647

Registered Office: Lakshmi Tech Park - No.5/639, Old Mahabalipuram Road, Kandanchavadi, Perungudi, Chennai, India - 600096

Tel: +91 44 2254 1941 / 43 / 61 / 63 - Fax: +91 44 2254 1942 - www.trimble.com

Branch Offices: Shree Sawan Knowledge Park, 4th floor, D 507, TTC Industrial Area, M.I.D.C., Turbhe, Navi Mumbai 400 705, India Tel: +91 22 61387777

Vikram Monarch, CTS No. 1115-A/1, 10th floor, Ganeshkhind Road, Shivajinagar, Pune - 411 016, India Tel: +91 20 4917 49003rd Floor, No.23, Serkey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088



Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

20 June 2023

Dear Aghaiya Prakash,

Letter of Intent

Congratulations! It is with great pleasure that we welcome you to join AstraZeneca India Pvt. Ltd., ("AZIPL") as "Graduate Trainee" on "07 July 2023" at our Global Technology Centre at Chennai.

The terms and conditions of your appointment are as per Annexure – I. The details on the salary are given in Annexure – II.

If you have any queries or require any further information, please do not hesitate to contact the Human Resources Department. The appointment letter will be given to you on the day of joining.

May we take this opportunity of wishing you a successful association with AstraZeneca India.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian
Talent Acquisition Lead
for **AstraZeneca India Private Limited**

Date signed: Jun 24, 2023

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ANNEXURE I

TERMS AND CONDITIONS OF THE EMPLOYMENT OFFER MADE TO

Probation: Effective your date of joining, you will be on probation in the above position for **six months**, which could be extended at the discretion of the Management.

During the period of probation each of the parties can terminate this at any time and for any reason and by giving thirty days' notice.

Hours of Work: The working hours of AZ Chennai is between 9.00 AM and 6.00 PM. The normal hours to be worked are 40 hours in a given week (excluding 1 hour for break every day). Subject to the work requirements of your function you might be required to work on shifts in agreement with your line manager and there could be a slight flexibility in the working hours.

Leave: You are entitled to 22 days of Earned leave (EL), 12 days of Casual Leave (CL) and Sick Leave (SL) as per the leave policy of AZIPL, as may be amended from time to time.

Relocation: Relocation expenses will be borne by the company. All expenses will be governed by the entitlement as per the relocation policy, as may be amended from time to time. Employees relocating must take necessary approval from the Talent Acquisition SPOC.

In the case of employee failing to serve the company for a minimum period of one year from the date of joining the relocation allowance paid will be recovered in full.

Transportation: Employees are entitled for company transport as per transport policy, as may be amended from time to time.

Background Checks: Your appointment is subject to the background check clearance in all aspects. Any discrepancies in the background check will lead to withdrawal of the offer or termination of employment.

Confidentiality: You are requested to maintain confidentiality on all aspects of the letter at all times. Sharing of confidential information will result in withdrawal of your offer letter.

Subsequent Changes: If there are any changes, subsequently, to the terms and conditions of your employment, they will be notified to you by letter or by a notice posted on the notice board, which forms part of the conditions of this offer letter.

We look forward to having you on board at AstraZeneca.

Please note that this Offer Letter is being made on the information furnished by you. However, if any discrepancy is found in the above documents given by you as proof in support of the information provided by you, the Company reserves the right to revoke this appointment/offer.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian

Talent Acquisition Lead

For AstraZeneca India Private Limited

Date signed: Jun 24, 2023

I hereby accept the above mentioned terms and conditions

PLACE: CHENNAI

DATE: Jun 25, 2023

SIGNATURE:

Annexure II
Financial & Benefits Details

Name: Aghalya Prakash
Designation: Graduate Trainee
Career Level: E3



PARTICULARS

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

SALARY DETAILS

Basic: INR 180,000
HRA: INR 90,000
Personal Pay: INR155,000 ****(Flexible benefits linked)*
Telephone Reimbursement: 30,000
Books & Periodicals Reimbursement: 24,000
Professional Pursuit Reimbursement: 30,000
Food Voucher: 13,200
Leave Travel Reimbursement: 40,000
Car lease*****Capped at Personal Pay Limit*
Fuel Reimbursement****1,20,000
Driver Allowance****1,80,000
ANNUAL BASE SALARY: INR 425,000

RETIREMENT BENEFITS PER ANNUM

PF: INR 21,600
Gratuity: INR 8,658
ANNUAL COST: INR 455,258

VARIABLE PERFORMANCE BONUS*: INR 42,500

TOTAL COST: INR 497,758

PREMIUM ON MEDICAL SCHEMES**

Group Medical Insurance Premium: **INR 53,114**
Group Personal Accident Premium: **INR 1,422**
Group Life Insurance Premium: **INR 5,819**
Employees Deposit Linked Insurance Premium: **INR 900**

COST TO COMPANY: INR 559,013

**Variable performance bonus is based on individual's performance and company's performance*

***Group Medical Insurance Hospitalization Benefits: Up to Rs. 5,00,000/- for a family of six, including self, spouse, two children and dependent parents or in-laws. Accident and Life Insurance coverage as per Company Policy, details would be provided on joining.*

**** Flexible Benefits Linked Personal Pay gives you the option of maximizing your tax savings. You would be provided with the option of allocating your Personal Pay into Telephone Reimbursement, Books and Periodicals Reimbursement, Professional Pursuit Reimbursement, Food Voucher and Leave Travel Reimbursement and Operating Car Lease subject to maximum limits as defined by AstraZeneca.*

***** Applicable for grade E and above*

Further, you would be required to furnish proof of the expenses in respect of which you are claiming the reimbursement for which there is a tax benefit. In the event you are unable to utilize the maximum benefit made available to you under this category, the remaining amount will be taxed as per applicable laws.

AstraZeneca shall be entitled to make any changes to the Flexible Benefits Linked Personal Pay in order to be compliant with applicable laws.



Zoho Corporation Private Limited

Plot 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu, 603 202.

Ph: +91-44-6744 7070

www.zohocorp.com

SEZ Unit

Date: 08-Oct-2022

To

Mr. AJAY SAIKUMAR A K,
PLOT NO 12, VAIGAI HOMES-2, SAKTHI VINAYAGAR KOVIL STREET,
THULASIRAM MAIN STREET, MEENAKSHI NAGAR, VILLAPURAM,
MADURAI-625012, TAMIL NADU.


Dr. G.K. Raajesh
Placement Officer

niagarajar College of Engineering

Dear Mr. AJAY SAIKUMAR A K,

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED**.

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of Rs.20000/- (RUPEES TWENTY THOUSAND ONLY). The following offer is valid, subject to successful completion of your project.

(Note: The above may not apply to you if your college does not permit internships)

REMUNERATION

Your annual Cost to Company will be Rs.600000/- (RUPEES SIX LAKH ONLY). The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.



ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.





NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment.

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **07-Nov-2022**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,
For Zoho CORPORATION PRIVATE LIMITED

M.I.Sohail
Manager - HR & Global Operations

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature:	Date of Offer acceptance:	08 Oct 2022
Name : AJAY SAIKUMAR A K	Place :	Madurai



ANNEXURE A

NAME : AJAY SAIKUMAR A K
DESIGNATION : MEMBER TECHNICAL STAFF

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering

Details	Monthly	Annual
Basic	20000	240000
HRA	10000	120000
Other Allowance & Flexible component	17600	211200
Gross Salary	47600	571200
Employer Provident Fund (12% of Basic+TA)*	2400	28800
Cost To Company (CTC)	50000	600000
Prosperity Sharing Plan		100000
Compensation for the first year		700000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:

PROSPERITY SHARING PLAN

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Mediclaim policy for a sum insured of **Rs.500000/- (RUPEES FIVE LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of **Rs.3000000/- (RUPEES THIRTY LAKH ONLY)**.

Please note that the above mentioned Insurance schemes are subject to change based on yearly renewal



Honeywell

#FUTURESHAPER

MAKE AN IMPACT MAKE REAL CONNECTIONS MAKE THE BEST YOU

Honeywell Technology Solutions Lab Pvt. Ltd.
Survey no. 19/2, Devarabalanahalli village, Vathur Hobli, Bengaluru East Taluk Bengaluru-560 103,

Dr. G.K. Rajesh
Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

LETTER OF APPOINTMENT

Anandha Ganesh
2/247, East Street, Yagappanagar, Madurai, Tamil Nadu, 625020, IND

Dear Anandha Ganesh,

Honeywell's vision is to be one of the world's premier companies, distinctive and successful in everything we do. Our primary goal is to exceed our customer expectations by delivering competitive, quality products and services on time, every time.

This is an aggressive goal, which can only be attained by recruiting and developing a talented workforce. Honeywell wants individuals, who bring a diverse perspective to our business challenges, yet share our common behaviors: Have a Passion for Winning, Be a Zealot for Growth, Think Big...Then Make it happen, Act with Urgency, Be Courageous, Go Beyond, Inspire Greatness, Become your Best.

Further to your recent interview interaction with Honeywell, we are delighted to extend this offer of employment to you. This offer is conditional on (i) satisfactory reference check of all qualifications and the accuracy of the employment history provided by you before you start your work. Your current and prior employers might be contacted for the same however; while completing your background application, you can request not to have your current employer contacted (ii) successful completion and passing the pre-employment drug tests conducted by Honeywell or any company designated by Honeywell to conduct the same; (iii) the acceptance of the terms and conditions of your assignment as set forth below including the attachments that are incorporated by reference "offer" and (iv) your obtaining the necessary work or employment passes or permits from the relevant authorities in India to work in India, if applicable. The term "Company" below shall refer to the hiring entity and the term "Honeywell" to its parent entity and/or Honeywell International Inc, its predecessors, designees and successors and its past, present and future operating companies, divisions, subsidiaries, affiliates and other business units.

General Conditions

- **Position:**
 - Software Engr I
 - Corp/HTS
 - Madurai, Tamil Nadu
- **Manager:** You will report to Manager who will be assigned by Honeywell as your supervisor from time to time
- **Date of Employment Commencement:** July 24, 2023
- **Band:** 03

Total Fixed Cash Salary

Your total fixed cash compensation is 800000. Please see attached Salary Break up Sheet.

Merit Eligibility

Employees hired, rehired, or promoted on/after November 1st are generally not eligible for a salary increase in March of the following year.

Compensation Administration & Delivery

Your compensation will be reviewed in accordance with the review cycle determined by the company and shall be based on your job performance, business performance, Honeywell performance as well as market pay trend.

Benefits

- **Leave Policy:** You will be eligible for leaves as specified in Company leave policies.
- **Group Health Insurance:** You will be entitled to Company provided medical insurance based on the Company's current medical insurance scheme.
- **Personal Accident /Term Insurance:** You will be entitled to Company provided personal accident insurance and other insurance based on the Company's current insurance scheme.

Provident Fund or Similar Mandatory Schemes

- You and the company shall make contributions in accordance with the provisions of the Employees' Provident Fund and Miscellaneous Provisions Act, 1952, if applicable.
- Aadhaar details are mandatory for your Provident Fund enrolment:
 - As per the mandate from Employee Provident Fund Office (EPFO) all new joiners have to furnish their Aadhaar number at the time of joining to remit the Provident Fund Contributions.
 - In case of non-availability of Aadhaar card, Aadhaar enrolment number to be furnished at the time of joining.
 - Failing to provide Aadhaar number or Aadhaar enrolment number will result in non-remittance of PF contribution.
- If eligible, you would be entitled to gratuity in accordance with the Payment of Gratuity Act, 1972.

Maternity Benefits

You shall be entitled to the benefits available under the Maternity Amendment Act 2017, if applicable.

Other Matters

Probation Period: 6 months. Successful completion of probation period is dependent on satisfactory performance as assessed by your Supervisor.

- This employment may be terminated at any time:
 - By giving 30 days advance notice, in writing, during the probation period or payment in lieu thereof to the other party or
 - By giving 60 days advance notice, in writing, after the successful completion of the probation period or payment in lieu thereof to the other party; the above mentioned notice period shall be curtailed only with prior approval from the management.
 - If in the reasonable opinion of Company your performance is below expectation or if you are guilty of serious misconduct, Company may terminate your employment summarily without notice. Serious misconduct includes, but is not limited to, dishonesty, theft, misrepresentation, breach of the Substance Abuse Policy; refusal to obey a reasonable command of Company.
- The Company reserves its right to insist on you to complete the project on hand and/or to complete the transition process before being relieved from the service. In the event, you leave the service of the Company without serving the Notice Period and completing your transition process, the company is entitled to take appropriate action against you.
- In the event the Company relieves you before the expiry of the Notice Period, you will be entitled to receive the salary for the unexpired period of Notice.

Work Location: You will be employed at Honeywell Technology Solutions Lab Pvt. Ltd. located at IND-Madurai-ELCOT- SE2, PLOT NO.1, ILANDAIKULAM RING ROAD or such other department or place of business of the Company or its subsidiaries and associates in or outside India, as the Company may determine from time to time.

Work Hours: Your working hours will be governed by applicable laws of India and may be revised from time to time.

Duties: During your employment with Company, you will be required to devote your entire time and attention to your duties and not engage in any other trade, business, or occupation.

Dress Code: You are expected to dress in business attire, smart casual and/or uniform, based on the existing policy of the company which may be revised from time to time.

Income Tax Payment: You will be solely responsible for your income tax. Where required by the local laws and tax authorities, the Company will deduct income taxes you owe from your monthly income and remit such monies to the tax

authorities on your behalf.

Non Solicitation: You are subject to the terms as set forth in the attached Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information and all Supplements thereto.

Intellectual Property Agreement

As a condition of the employment offer/transfer/promotion, it is required that you agree to and sign a current copy of Honeywell's "Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information" (the "IP Agreement") before your start date. This IP Agreement will be part of your Onboarding tasks. In the event that you do not agree to and sign this agreement, the offer/transfer/promotion will not become effective.

Amendments: The Company reserves the right, subject to applicable laws, to amend the terms of this offer from time to time as legal requirements may dictate.

Non Violation: You represent that by accepting the terms of this agreement, you will not be in violation of the terms of any agreement with your previous employers or third parties.

Code of Business Conduct: Any time during the term of your employment, you are required to comply with all applicable laws, regulations and the Honeywell Code of Business Conduct, as may be amended from time to time. Please read the Honeywell Code of Business Conduct thoroughly as soon as your employment commences and attend all mandatory training as advised from time to time.

Access to Communication System: You shall use internal e-mail, voice mail, computer systems, etc. for work purposes and refrain from using them for personal purposes. Further, you agree that the Company may access or examine these systems, from time to time, pursuant to the Company's business requirements and in order to check if you have observed the Company regulations or if there have been any illegal or improper affairs.

Governing Law: This letter shall be governed by and construed under the laws of India without regard to its principles of conflicts of laws. Notwithstanding the foregoing, the Company reserves the right to invoke the jurisdiction of any competent courts in India (in particular its labor courts) or in any other country or jurisdiction (whether concurrently or not) to remedy or to prevent violation of or enforce any provisions in this Agreement. To the greatest extent permitted by applicable law, you waive any objection which you might now have to such courts being used as a forum to hear and determine any claim or suit.

Retirement Age: You will retire from the services of the company on your completion of the age of sixty years (fifty-eight years if you are joining ED&S) subject to "Contract Terms and Notice Period" clause mentioned in this letter.

Other Payments: You agree and authorize Honeywell to recover any amount paid to you other than salary (Notice Period buy-out, Joining Bonus or relocation) and you agree to authorize the same at the time of your exit.

All the terms and conditions of your employment with Honeywell Technology Solutions Lab Pvt. Ltd. will be governed by the rules and regulations, policies, procedures and guidelines of Honeywell Technology Solutions Lab Pvt. Ltd. , which are subject to change from time to time, at the sole discretion of the company, without giving any notice or assigning any reason thereof.

Please indicate that you have understood and agree with our conditions by signing a copy of the attachment to this letter, and returning it as soon as possible, and in any case no later than July 6, 2023.

Honeywell



Zoho Corporation Private Limited

Plet 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu, 603 202.

Ph: +91- 44 - 6744 7070

www.zohocorp.com

SEZ Unit

Date: 08-Oct-2022

To

Mr. ARJUNE RAMKUMAR M,
PLOT NO 1/12, KARTHIGA APARTMENTS, MITHRAN STREET,
KALAVASAL,
MADURAI-625020, TAMIL NADU.


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear Mr. ARJUNE RAMKUMAR M,

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED**.

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of **Rs.20000/- (RUPEES TWENTY THOUSAND ONLY)**. The following offer is valid, subject to successful completion of your project.

[Note: The above may not apply to you if your college does not permit internships]

REMUNERATION

Your annual Cost to Company will be **Rs.600000/- (RUPEES SIX LAKH ONLY)**. The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.

Corporate Identification No: U40100TN2010PTC075961

e-mail ID: hr-team@zohocorp.com



ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.





NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment.

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **07-Nov-2022**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,
For ZOH0 CORPORATION PRIVATE LIMITED

M.I.Sohail
Manager - HR & Global Operations

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature: _____ Date of Offer acceptance: 08 Oct 2022

Name : ARJUNE RAMKUMAR M Place : Madurai



**ANNEXURE A**

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering

NAME : ARJUNE RAMKUMAR M
DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	20000	240000
HRA	10000	120000
Other Allowance & Flexible component	17600	211200
Gross Salary	47600	571200
Employer Provident Fund (12% of Basic+TA)*	2400	28800
Cost To Company (CTC)	50000	600000
Prosperity Sharing Plan		100000
Compensation for the first year		700000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:**PROSPERITY SHARING PLAN**

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Mediclaim policy for a sum insured of **Rs.500000/- (RUPEES FIVE LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of **Rs.3000000/- (RUPEES THIRTY LAKH ONLY)**.

Please note that the above mentioned insurance schemes are subject to change based on yearly renewal





November 1, 2022

Arunan Krishnan
112A, Ullavar Street, Kumarasamipet Post, Dharmapuri - 636701.

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear **Arunan Krishnan**,

In view of your curriculum vitae, the information and documents submitted by you and our discussions on the subject, we are pleased to offer you the position of **Quality and Automation Engineer 1** with Comcast India Engineering Center I LLP (**Comcast India**)

1. The broad terms and conditions that will apply once your employment commences are as outlined below. The detailed terms and conditions will be contained in an employment agreement that you will be expected to execute for your employment to commence:

(a) **Position:**

Your position will be as **Quality and Automation Engineer 1** with Comcast India and you will be required to report to **Harish Jayesh**. In the course of your employment you will be required to undertake and perform all the acts, functions, and duties as may be assigned to you by Comcast India based on your knowledge, qualifications and experience.

You will be placed on probation during the first 3 months of your employment and shall only be confirmed subject to your satisfactory performance during this period. The probation period may be extended for a further period of 3 months at the discretion of Comcast India. Your employment may be terminated by you or Comcast India at any time during the probation period with one week's notice or pay in lieu.

(b) **Place of Work:**

Your place of work shall be in Chennai, India. You may be required to relocate to other locations in India or abroad; and/or undertake such travel in and outside India, from time to time, as may be necessary in the interests of Comcast India's business.

(c) **Remuneration, Allowance and Other Benefits:**

Your annual fixed pay including the basic pay, all allowances, and specific reimbursements agreed under the payment schedule (such as medical reimbursement, telephone reimbursement, etc.) payable by Comcast India but excluding the discretionary performance Bonus shall be **INR 6,06,675** (Six Lakhs Six Thousand Six Hundred and Seventy Five Only).

COMCAST India Engineering Center I LLP
Registered Office
Chennai One SEZ, 5th Floor, North Block in Phase II, Module 7 & 8, "Chennai One",
Pallavaram-Thoraipakkam 200 Feet Road, Thoraipakkam, Chennai – 600 097, Tamil Nadu



Your annual fixed pay shall be structured in accordance with the standard policies of Comcast India, which shall be communicated to you in writing from time to time and shall be subject to deduction of tax at source. The salary payable to you shall be paid monthly in arrears. Statutory contributions as per the relevant Indian laws will also be payable by Comcast India.

In addition to the annual fixed pay, you will be eligible for an annual discretionary performance bonus based on a target amount of **5%** of the annual fixed pay (**Performance Bonus**). The detailed break-up of your annual fixed pay and the Performance Bonus will be provided to you with your employment agreement.

You are eligible for an optional meal card benefit of INR 2200 per month. To elect this meal card benefit, you must contact Payroll within thirty (30) days of commencing employment, and the meal card benefit amount will be deducted from your special allowance. If you take no action, you will not receive the meal card benefit, and the special allowance provided in your offer will remain unchanged.

(d) **Hours of Works:**

Your hours of work will be as per the working hours policy of Comcast India, Monday through Friday. You may be required to work such additional hours as may be necessary for you to perform your duties effectively and you will not be entitled to receive any additional remuneration for work done outside your normal hours of work, unless required by applicable law.

2. Subject to satisfactory completion of the conditions mentioned below, your employment with Comcast India shall commence on **July 3, 2023** or such other date that shall be communicated to you in writing by Comcast India (the **Start Date**):

- (a) You have not accepted any other employment or offer of employment before the Start Date and you possess the required qualifications to commence employment as an **Quality and Automation Engineer 1** with Comcast India
- (b) Your performance and conduct during your period of internship with Comcast India from **January 6, 2023 to June 30, 2023** is to the satisfaction of Comcast India and you have cleared all the tests assigned to you during your Internship in accordance with the standards and requirements of Comcast India.
- (c) You have adhered to all your obligations during your Internship in accordance with the Internship Offer Letter dated **November 1, 2022** and Internship Agreement dated **December 5, 2022**.



- (d) You have completed and cleared all your university examinations and there are no pending papers, examinations, assignments, credits or any other requirements to be completed with respect to your university, as of the Start Date.
- (e) You have provided all accurate documents as may be required by Comcast India including but not limited to marksheets, transcripts, character certificates, degree certificates (or a provisional degree certifying your clearance of all semesters and examinations from your university).
- (f) You have executed an employment agreement with Comcast India on or before the Start Date. Your employment agreement shall contain customary provisions including but not limited to confidentiality, emoluments and privileges, intellectual property rights, representations and warranties, non-competition and non-solicitation provisions, termination provisions, etc. and you shall be governed by various company rules, standards and policies as communicated to you from time to time; and
- (g) You have agreed to and passed a background investigation conducted by Comcast India. By signing this letter, you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to you by Comcast India. This includes undergoing drug and alcohol testing as per Comcast India's Drug and Alcohol Policy and Privacy Policy. By signing this letter, you hereby authorize Comcast India to send the necessary specimen collected from you to selected third parties for a screening test for the presence of alcohol, and/or drugs that are illegal under national, state or local laws and, to receive and use the results of the test.

If your background check has not been completed prior to your Start Date, we may allow you to commence your employment but, if so, Comcast India will reserve the right to terminate your employment based on the results of the Background check, whenever completed.

Please note that this position is time sensitive. This offer is made to you on the condition that you have completed all the conditions mentioned in paragraph 2 and will commence employment on the Start Date. If you fail to do so, Comcast India will have the right to unilaterally rescind this offer. You undertake to fulfill these conditions promptly and in good faith to be able to commence employment with Comcast India by the Start Date.



3. This letter is meant to be an offer of employment and does not in itself give rise to an employer-employee relationship between Comcast India and yourself. Any employer-employee relationship is only meant to arise upon execution of an employment agreement with Comcast India.
4. This letter shall be governed by and construed in accordance with the laws of India. The courts at Chennai shall have exclusive jurisdiction to decide any dispute arising out of this letter.

Please sign and return one copy of this letter within 2 days from the date of this letter.

We look forward to welcoming you to Comcast India and working with you.

Best Regards,

For and on behalf of Comcast India Engineering Center I LLP

Kannan Subramaniam
Senior Vice President & General Manager

Acknowledgement

I hereby confirm my acceptance to terms and conditions outlined in this letter.

Signed:

Name:

Date:



Dr. G.K. Rajesh

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

COMCAST INDIA OFFER		
Name	Arunan Krishnan	
Comcast Title	Quality and Automation Engineer 1	
Department	SKY	
Hiring Manager	Harish Jayesh	
Components	Monthly	Annual
Basic Pay (50% of Total Fixed pay)	25,278	3,03,338
Basket of Allowances		
House Rent Allowance (Capped at 50% of Basic)	12,639	1,51,669
Leave Travel Allowance *	2,107	25,278
Special Allowance	10,533	1,26,391
Total Fixed Pay	50,556	6,06,675
Target CIP Bonus Variable Pay %	-	5%
Target CIP Bonus Variable Pay	-	30,334
Total Cash	50,556	6,37,009
Provident Fund **	3,033	36,401
Telephone Reimbursement	1,000	12,000
Gratuity ***	-	14,591
Cost to Company	54,590	7,00,000

Note:

- *Leave Travel Allowance is capped at 1 month of Basic
- **PF is contributed at 12% of Basic Salary (Employer's Contribution).
- ***Gratuity will be paid as per the Payment of Gratuity Act, 1972.
- Additional Out Patient Medical Benefit of INR 10,000 per annum for employee and their dependents.
- ^Meal Card is administered by ICICI - Multi Wallet Card (Optional Benefit).

20 June 2023



Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 025

15

Dear Balahemanth Saravanan

Letter of intent

Congratulations! It is with great pleasure that we welcome you to join AstraZeneca India Pvt. Ltd., ("AZIPL") as "Graduate Trainee" on "07 July 2023" at our Global Technology Centre at Chennai.

The terms and conditions of your appointment are as per Annexure – I. The details on the salary are given in Annexure – II.

If you have any queries or require any further information, please do not hesitate to contact the Human Resources Department. The appointment letter will be given to you on the day of joining.

May we take this opportunity of wishing you a successful association with AstraZeneca India.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian
Talent Acquisition Lead
for AstraZeneca India Private Limited

Date signed: Jun 24, 2023

ANNEXURE I

TERMS AND CONDITIONS OF THE EMPLOYMENT OFFER MADE TO

Probation: Effective your date of joining, you will be on probation in the above position for **six months**, which could be extended at the discretion of the Management.

During the period of probation each of the parties can terminate this at any time and for any reason and by giving thirty days' notice.

Hours of Work: The working hours of AZ Chennai is between 9.00 AM and 6.00 PM. The normal hours to be worked are 40 hours in a given week (excluding 1 hour for break every day). Subject to the work requirements of your function you might be required to work on shifts in agreement with your line manager and there could be a slight flexibility in the working hours.

Leave: You are entitled to 22 days of Earned leave (EL), 12 days of Casual Leave (CL) and Sick Leave (SL) as per the leave policy of AZIPL, as may be amended from time to time.

Relocation: Relocation expenses will be borne by the company. All expenses will be governed by the entitlement as per the relocation policy, as may be amended from time to time. Employees relocating must take necessary approval from the Talent Acquisition SPOC.

In the case of employee failing to serve the company for a minimum period of one year from the date of joining the relocation allowance paid will be recovered in full.

Transportation: Employees are entitled for company transport as per transport policy, as may be amended from time to time.

Background Checks: Your appointment is subject to the background check clearance in all aspects. Any discrepancies in the background check will lead to withdrawal of the offer or termination of employment.

Confidentiality: You are requested to maintain confidentiality on all aspects of the letter at all times. Sharing of confidential information will result in withdrawal of your offer letter.

Subsequent Changes: If there are any changes, subsequently, to the terms and conditions of your employment, they will be notified to you by letter or by a notice posted on the notice board, which forms part of the conditions of this offer letter.

We look forward to having you on board at AstraZeneca.

Please note that this Offer Letter is being made on the information furnished by you. However, if any discrepancy is found in the above documents given by you as proof in support of the information provided by you, the Company reserves the right to revoke this appointment/offer.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian

Talent Acquisition Lead

For AstraZeneca India Private Limited

Date signed: Jun 24, 2023

I hereby accept the above mentioned terms and conditions

PLACE: CHENNAI

DATE: Jun 25, 2023

SIGNATURE:

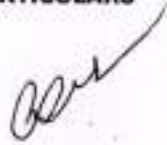
Annexure II
Financial & Benefits Details

Name: Balahemarth Behanraj
Designation: Graduate Trainee
Career Level:B3

PARTICULARS

SALARY DETAILS

Basic: INR 180,000
HRA: INR 90,000
Personal Pay: INR155,000 *******(Flexible benefits linked)
Telephone Reimbursement: 30,000
Books & Periodicals Reimbursement: 24,000
Professional Pursuit Reimbursement: 30,000
Food Voucher: 13,200
Leave Travel Reimbursement: 40,000
Car lease****Capped at Personal Pay Limit
Fuel Reimbursement****1,20,000
Driver Allowance****1,80,000
ANNUAL BASE SALARY: INR 425,000



Dr. G.K. Rajesh
Placement Officer
Thilagatajar College of Engineering
Madurai-625 015

RETIREMENT BENEFITS PER ANNUM

PF: INR 21,600
Gratuity: INR 8,658
ANNUAL COST: INR 455,258

VARIABLE PERFORMANCE BONUS*: INR 42,500

TOTAL COST: INR 497,758

PREMIUM ON MEDICAL SCHEMES**

Group Medical Insurance Premium: **INR 53,114**
Group Personal Accident Premium: **INR 1,422**
Group Life Insurance Premium: **INR 5,819**
Employees Deposit Linked Insurance Premium: **INR 900**

COST TO COMPANY: INR 559,013

**Variable performance bonus is based on individual's performance and company's performance*

***Group Medical Insurance Hospitalization Benefits: Up to Rs. 5,00,000/- for a family of six, including self, spouse, two children and dependent parents or in-laws. Accident and Life Insurance coverage as per Company Policy, details would be provided on joining.*

**** Flexible Benefits Linked Personal Pay gives you the option of maximizing your tax savings. You would be provided with the option of allocating your Personal Pay into Telephone Reimbursement, Books and Periodicals Reimbursement, Professional Pursuit Reimbursement, Food Voucher and Leave Travel Reimbursement and Operating Car Lease subject to maximum limits as defined by AstraZeneca.*

***** Applicable for grade E and above.*

Further, you would be required to furnish proof of the expenses in respect of which you are claiming the reimbursement for which there is a tax benefit. In the event you are unable to utilize the maximum benefit made available to you under this category, the remaining amount will be taxed as per applicable laws.

AstraZeneca shall be entitled to make any changes to the Flexible Benefits Linked Personal Pay in order to be compliant with applicable laws.



Zoho Corporation Private Limited

Plot 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu, 603 202.

Ph: +91 - 44 - 6744 7070

www.zohocorp.com

SEZ Unit

ce

Date: 08-Oct-2022

To

Mr. BEHANRAJ B,
PLOT NO 14, VAIGAI HOMES-3, MURUGAN KOVIL STREET,
THULASIRAM MAIN STREET,
MADURAI-625012, TAMIL NADU.

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 012

Dear Behanraj,

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED**.

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of **Rs.20000/- (RUPEES TWENTY THOUSAND ONLY)**. The following offer is valid, subject to successful completion of your project.

(Note: The above may not apply to you if your college does not permit internships)

REMUNERATION

Your annual Cost to Company will be **Rs.600000/- (RUPEES SIX LAKH ONLY)**. The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.



ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.





NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment.

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **07-Nov-2022**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,
For Zoho CORPORATION PRIVATE LIMITED

M.I.Sohail
Manager - HR & Global Operations

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature:	Date of Offer acceptance:	08 Oct 2022
Name : Behanraj B	Place :	Madurai





ANNEXURE A

NAME : BEHANRAJ B
DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	20000	240000
HRA	10000	120000
Other Allowance & Flexible component	17600	211200
Gross Salary	47600	571200
Employer Provident Fund (12% of Basic+TA)*	2400	28800
Cost To Company (CTC)	50000	600000
Prosperity Sharing Plan		100000
Compensation for the first year		700000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:

PROSPERITY SHARING PLAN

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of Rs.6000/- (RUPEES SIX THOUSAND ONLY) once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides Rs.1000/- (RUPEES ONE THOUSAND ONLY) for team treat and Rs.4000/- (RUPEES FOUR THOUSAND ONLY) for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Medclaim policy for a sum Insured of Rs.500000/- (RUPEES FIVE LAKH ONLY). This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum Insured of Rs.2000000/- (RUPEES TWENTY LAKH ONLY).

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of Rs.3000000/- (RUPEES THIRTY LAKH ONLY).

Please note that the above mentioned insurance schemes are subject to change based on yearly renewal



Ref: SHPBD/HR/05-23/SHPOF-230843

Date: 17-May-2023

Dear **Bhuvanshree Balamurugan**

5-6-57, Valluvar Colony Second Street
Madurai-625014



Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

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On behalf of **Voonik Technologies**, your direct employer, we are pleased to welcome you to **ShopUp**.

Based on our discussions with you, you are offered the position of "**Data Analyst - I**" on the following terms and conditions with effect from **01-June-2023**.

- ❖ You will be assigned to work exclusively on ShopUp related work;
- ❖ Your place of posting will be in **Bangalore, India**.
- ❖ Your direct employer is M/s Voonik Technologies Pvt Ltd. ("**Voonik**", and alternatively, the "**Company**"), and you will be working on the roll and at the Bangalore premises of Voonik, who is the tech partner of M/s ShopUp in India. You will be transferred to the payroll of M/s ShopUp India once it is incorporated, with a continuation of service.
- ❖ You will be reporting to **Mr. Navaneetha Krishnan J, Co-Founder & CTO** at ShopUp.
- ❖ You will be on probation for a period of **3 (Three) months**. Your work will be reviewed and assessed periodically during the probation period. Upon satisfactory completion of the probation period, you will be confirmed in the Company rolls. Till such time you are intimated in writing regarding your confirmation, you shall continue to be on probation.
- ❖ Your monthly payments and other allowances **shall be as per the enclosed statement**.
- ❖ Your salary will be subject to all applicable taxes as defined by law.
- ❖ As agreed, you will be eligible to get a **joining bonus of INR 1,00,000/- (Indian Rupees One Lakh Only)**, which shall be paid on completing **THREE MONTHS** service at ShopUp from the actual date of your joining. The joining bonus has **ONE YEAR** lock-in period from the actual date of you joining at ShopUp and shall be deducted from the full and final settlement amount, in case you leave ShopUp within one year of joining

Further, you shall be entitled to phantom stocks linked to the common equity shares of ShopUp Pte Ltd., for a total of **INR 2,00,000 (Indian Rupees Two Lakh Only)** as on your date of joining, along with stock appreciation rights, which shall vest in the following manner:

- ❖ 25% of the phantom stock shall vest after 12 months from the date of joining.
- ❖ 2% of the phantom stock shall vest each month for the next 35 months thereafter (i.e. after the first 12 months).
- ❖ 5% of the phantom stock shall vest on the expiry of the 48th month after the date of joining.

- ❖ Voonik Technologies Private Limited, Bangalore shall guarantee the payment obligations of the phantom stock offered, until such time the Indian entity of ShopUp Pte Ltd is created and you would contract directly with such entity for this purpose.
- ❖ You will be governed by the supplementary Terms and Conditions applicable to you as per the rules of the Company. A copy of the Supplementary Terms and Conditions is enclosed along with this letter and shall form part and parcel of your conditions of appointment.
- ❖ You may be required to execute an employment contract with the Company, which will not derogate from the terms set out in this letter.
- ❖ Please sign the duplicate copy of this letter and Supplementary Terms and Conditions and return the copy to us as token of your acceptance of the terms and conditions.
- ❖ You will be governed by the supplementary Terms and Conditions applicable to you as per the rules of the Company. A copy of the Supplementary Terms and Conditions is enclosed along with this letter and shall form part and parcel of your conditions of appointment.
- ❖ You may be required to execute an employment contract with the Company, which will not derogate from the terms set out in this letter.
- ❖ Please sign the duplicate copy of this letter and Supplementary Terms and Conditions and return the copy to us as token of your acceptance of the terms and conditions.

We hope your new position will live up to your expectations and your career with us will be a fulfilling and a rewarding one. We foresee your potential skills as a valuable contribution to our company and clients. At the same time, we are committed to providing you challenge, recognition, appropriate compensation, and benefits to help you reach your goals and objectives, as well as the goals of ShopUp.

By working together in this way, we are confident that the future will be both productive and prosperous for all of us.

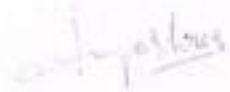
All of us at ShopUp are excited to have you be a part of our team and are looking forward to a long term mutually beneficial relationship.

Reporting Formalities

You are requested to report to our Bangalore office on **01-July-2022**. At the time of reporting, you are requested to submit copies of the following to the HR personnel:

- a) Certificates supporting your educational qualification along with mark sheet.
- b) Schooling Certificate (**SSLC/ICSE**) in support of your age.
- c) Your last Salary Slip or salary certificate in original.
- d) Relieving letter from your previous / present organization in original.
- e) Service certificate or Experience Letter if any
- f) Color passport size photographs – Five numbers
- g) PAN Card copy & Adhaar card copy
- h) Latest Passport/ Ration card/Driving License/Voters ID for address proof – both permanent address and temporary address (if any)
- i) Personal mail ID, alternate contact numbers, parents' or spouse's contact numbers and mail ID's

Yours sincerely,
For Voonik, on behalf of ShopUp


Jayashree Kanthavel
Head – TA & HR

Accepted the terms: Yes

Signature:

Date: 08/06/2023

SUPPLEMENTARY TERMS & CONDITIONS

- ❖ You have to accept the offer within three working days from the date offer has been made.
- ❖ During your employment with the Company, you may be required to travel to places outside India.
- ❖ During your employment with the Company, you will be governed by the service rules and regulations of the Company in force or as introduced or amended from time to time. You will also be governed by the Company's policies and rules regarding Leave, EPF, ESIC, Medical and other Reimbursement, Misconduct, and Indiscipline or/and/other matters.
- ❖ You are required not to divulge, communicate or pass on any information in any form related to any aspect of the Company or ShopUp to anyone not employed by the Company or ShopUp. Indulgence in such activity shall render you liable for termination with immediate effect notwithstanding any other terms mentioned in the appointment letter.
- ❖ You are required to strictly maintain the secrecy of and not divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other employee of the Company except your immediate superior. Any such disclosure is a serious case of indiscipline and would render you liable for termination with immediate effect notwithstanding other terms and conditions mentioned in the appointment letter.
- ❖ You are required to deal with Company's money, material and documents with utmost honesty and professional ethics. If you are found guilty, at any point of time of moral turpitude or of dishonesty in dealing with the Company's money or material or documents or of theft or of misappropriation, regardless of the value involved, your services would be terminated with immediate effect notwithstanding other terms and conditions mentioned in the appointment letter.
- ❖ If during the period of your service, the Management finds that you have committed any misconduct, the Management may dismiss you from service as per service rules/standing orders of the Company.
- ❖ **Confidentiality:** You are required to maintain the highest order of discipline and secrecy as regards the work of the company and/or its subsidiaries or associate companies and in case of any breach of discipline/trust, your services may be terminated by the company with immediate effect. All inventions, improvements and discoveries made by you either alone or with other persons will become the sole property of the company.

During the course of your employment you will not divulge to any person whatsoever, and will use your best endeavors to prevent the publication or disclosure of any details of company's process, technical know-how, trade secret or information concerning the business or finance of the Company, ShopUp or their affiliated companies, or any of its dealings, transactions or affairs or other organization matters of confidential nature which it may be your personal privilege to know by virtue of being an employee. You will be required to sign a Confidentiality Agreement with the Company and ShopUp prior to joining the services of the Company.

- ❖ You are required to maintain yourself in a state of medical/physical/mental fitness and ensure annual medical check-ups. Any neglect on your part in this regard may render you medically unfit during service which in turn would render your services liable for termination with immediate effect, notwithstanding anything else in this letter.
-

Office Address:

N-1 Block, 2nd Floor, Maratha Embassy Business Park,
Outer Ring Road, Nagawara, Bangalore - 560045
CIN: U72900KA2013PTC080633

- ❖ You are required not to engage yourself in any other gainful or commercial employment, business, or activity part-time or full-time directly or indirectly or simultaneously as long you are employed with the Company or ShopUp or engage yourself directly or indirectly in any other profitable business connected with the dealings or activities of the Company or ShopUp in any way. Any action to the contrary would render your service liable for termination notwithstanding any other conditions in this appointment letter.
- ❖ In the event of your resignation or termination of service during your tenure, either side will have to give 60 days' notice in writing or 60 days salary in lieu thereof. This does not apply for termination due to disciplinary or performance reasons, for which the termination would be with immediate effect.
- ❖ Acceptance of your resignation is subject to the explicit approval from management.
- ❖ You may be retired from service on attaining superannuation age of 58 years or earlier in case you are found medically unfit for work any longer or in case of continued ill health as certified by the medical officer/medical practitioner nominated by the Company.
- ❖ This appointment is conditional on our receiving satisfactory reference from the list of referees furnished by you at the time of interview.

Accepted the terms: Yes

Signature:

Date: 08/06/2023


Ref: SHPBD/HR/03-22/SHPOF-220592

Date: 19-June-2022

Name	Bhuvanshree B	
Reporting to	Navaneetha Krishnanan J	
Designation	Data Analyst - I	
CTC Per Annum	700,000	
CTC Per Month	53,846	
Joining Bonus	100,000	
ESOP's	200,000	
Date of Joining	1-Jul-22	
Place of Posting	Bangalore	
CTC Breakup		
Anugraha L		
Particulars	Amount PM	Amount PA
Basic Salary	26,923	323,077
House Rent Allowance	13,462	161,538
Children Education Allowance	400	4,800
Telephone Reimbursement Allowance	2,500	30,000
Medical Allowance	2,000	24,000
Conveyance Allowance	2,200	26,400
Employer PF Contribution	1,800	21,600
Special Allowance	4,562	54,738
Bonus**	-	53,846
Total CTC	53,846	700,000

** It will be paid in two equal parts every year during May and November month subject to the continuation of service and completion of probation period by the employee.

Yours Sincerely,
For Voonik, on behalf of ShopUp


Jayashree Kanthavel
Head - TA & HR

Accepted the terms: Yes

Signature:

Date: 08/06/2023



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Offer: Computer Consultancy
Ref: TCSL/DT20222781364/Chennai
Date: 25/09/2022

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Ms. Chetana S
76, Thiruparankundram,
Madurai-625014,
Tamil Nadu,
Tel# 91-8825288685

Dear Chetana S,

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,022/-** 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 & Conditions). You will also be issued a letter of appointment at the time of your joining after

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TCSL/DT20222781364

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

13th Floor, Kalamangal, Sholinganallur, Old Mahabalipuram, Chennai-600 081, India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Narmal Building, 9th Floor, Nariman Point, Mumbai-400 021

TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com



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 INR 15,000/- 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 INR 7,500/- 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 INR 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.



4. Personal Allowance

You will be eligible for a monthly personal allowance of INR 17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

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 dependents under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to INR 6,000/- per insured person per annum and basic hospitalization expenses up to INR 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 INR 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 INR 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.

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TCSL/DT20222781354

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415-31-24 Kothuram Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu, India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai-400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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. Probation Period

You will be on probation for three months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory or the Back Ground Check turns out negative.

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 to 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 probation 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 offer 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 your appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. 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.

11. 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.

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. 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.

12. 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.



13. 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.

14. 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.

15. 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.

16. 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.

17. 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.



18. 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 probation/service without notice.

19. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer



The original documents will be returned to you after verification.

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

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

20. 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.

21. 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.

22. 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.



23. 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.

24. 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 3 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn. Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL. We look forward to having you in our global team.

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter

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



Dr. G.K. Raajesh

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

GROSS SALARY SHEET

Annexure 1

Name	Chetana S
Designation	Systems Engineer
Institute Name	Thiagarajar College Of Engineering, Madurai

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	26,522	3,18,264
2) Performance Pay		
Monthly Performance Pay	4,300	51,600
Performance Bonus*	3,100	37,200
3) City Allowance	400	4,800
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	36,158
Retention Incentive	NA	70,000
TOTAL GROSS	51,844	7,00,022
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.

*** 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	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	17,272	2,07,264
GROSS BOUQUET OF BENEFITS	26,522	3,18,264

Bev

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

AstraZeneca India Private Limited,
Block A, Neville Towers, 11th Floor, Connaught
IT SEZ, Taramani, Chennai - 600113,
Tamil Nadu, India.
Telephone: +9144 40401800
astraZeneca.com

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20 June 2023

Dear Deepthi Elangovan,

Letter of Intent

Congratulations! It is with great pleasure that we welcome you to join AstraZeneca India Pvt. Ltd., ("AZIPL") as "Graduate Trainee" on "07 July 2023" at our Global Technology Centre at Chennai.

The terms and conditions of your appointment are as per Annexure - I. The details on the salary are given in Annexure - II.

If you have any queries or require any further information, please do not hesitate to contact the Human Resources Department. The appointment letter will be given to you on the day of joining.

May we take this opportunity of wishing you a successful association with AstraZeneca India.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian
Talent Acquisition Lead
for AstraZeneca India Private Limited

Date signed: Jun 24, 2023

ANNEXURE I

TERMS AND CONDITIONS OF THE EMPLOYMENT OFFER MADE TO

Probation: Effective your date of joining, you will be on probation in the above position for six months, which could be extended at the discretion of the Management.

During the period of probation each of the parties can terminate this at any time and for any reason and by giving thirty days' notice.

Hours of Work: The working hours of AZ Chennai is between 9.00 AM and 6.00 PM. The normal hours to be worked are 40 hours in a given week (excluding 1 hour for break every day). Subject to the work requirements of your function you might be required to work on shifts in agreement with your line manager and there could be a slight flexibility in the working hours.

Leave: You are entitled to 22 days of Earned leave (EL), 12 days of Casual Leave (CL) and Sick Leave (SL) as per the leave policy of AZIPL, as may be amended from time to time.

Relocation: Relocation expenses will be borne by the company. All expenses will be governed by the entitlement as per the relocation policy, as may be amended from time to time. Employees relocating must take necessary approval from the Talent Acquisition SPOC.

In the case of employee failing to serve the company for a minimum period of one year from the date of joining the relocation allowance paid will be recovered in full.

Transportation: Employees are entitled for company transport as per transport policy, as may be amended from time to time.

Background Checks: Your appointment is subject to the background check clearance in all aspects. Any discrepancies in the background check will lead to withdrawal of the offer or termination of employment.

Confidentiality: You are requested to maintain confidentiality on all aspects of the letter at all times. Sharing of confidential information will result in withdrawal of your offer letter.

Subsequent Changes: If there are any changes, subsequently, to the terms and conditions of your employment, they will be notified to you by letter or by a notice posted on the notice board, which forms part of the conditions of this offer letter.

We look forward to having you on board at AstraZeneca.

Please note that this Offer Letter is being made on the information furnished by you. However, if any discrepancy is found in the above documents given by you as proof in support of the information provided by you, the Company reserves the right to revoke this appointment/offer.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian

Talent Acquisition Lead

For AstraZeneca India Private Limited

Date signed: Jun 24, 2023

I hereby accept the above mentioned terms and conditions

PLACE: CHENNAI

DATE: Jun 25, 2023

SIGNATURE: *E. Deepthi*

Annexure II
Financial & Benefits Details

Name: Despthi Elangovan
Designation: Graduate Trainee
Career Level: B3

PARTICULARS


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

SALARY DETAILS

Basic: INR 160,000
HRA: INR 90,000
Personal Pay: INR 155,000 *** (Flexible benefits linked)
Telephone Reimbursement: 30,000
Books & Periodicals Reimbursement: 24,000
Professional Pursuit Reimbursement: 30,000
Food Voucher: 13,200
Leave Travel Reimbursement: 40,000
Car lease**** Capped at Personal Pay Limit
Fuel Reimbursement**** 1,20,000
Driver Allowance**** 1,80,000
ANNUAL BASE SALARY: INR 425,000

RETIREMENT BENEFITS PER ANNUM

PF: INR 21,600
Gratuity: INR 8,658
ANNUAL COST: INR 455,258

VARIABLE PERFORMANCE BONUS*: INR 42,500

TOTAL COST: INR 497,758

PREMIUM ON MEDICAL SCHEMES**

Group Medical Insurance Premium: INR 53,114
Group Personal Accident Premium: INR 1,422
Group Life Insurance Premium: INR 5,819
Employees Deposit Linked Insurance Premium: INR 900

COST TO COMPANY: INR 559,013

**Variable performance bonus is based on individual's performance and company's performance*

***Group Medical Insurance Hospitalization Benefits: Up to Rs. 5,00,000/- for a family of six, including self, spouse, two children and dependent parents or in-laws. Accident and Life Insurance coverage as per Company Policy, details would be provided on joining.*

**** Flexible Benefits Linked Personal Pay gives you the option of maximizing your tax savings. You would be provided with the option of allocating your Personal Pay into Telephone Reimbursement, Books and Periodicals Reimbursement, Professional Pursuit Reimbursement, Food Voucher and Leave Travel Reimbursement and Operating Car Lease subject to maximum limits as defined by AstraZeneca.*

***** Applicable for grade E and above.*

Further, you would be required to furnish proof of the expenses in respect of which you are claiming the reimbursement for which there is a tax benefit. In the event you are unable to utilize the maximum benefit made available to you under this category, the remaining amount will be taxed as per applicable laws.

AstraZeneca shall be entitled to make any changes to the Flexible Benefits Linked Personal Pay in order to be compliant with applicable laws.



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Offer: Computer Consultancy
Ref: TCSSL/DT20222781366/Chennai
Date: 25/09/2022

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Ms. Deva Dharshini S
76,north street, ayyapan nagar,
Anupanadi,
Madurai-625014,
Tamil Nadu.
Tel# 91-9825288664

Dear Deva Dharshini S,

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,022/-** 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 & Conditions). You will also be issued a letter of appointment at the time of your joining after

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TCSSL/DT20222781354

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/31-34, Banerji Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Career ServiceLine: 1800 209 3111 Email: careers@tcs.com



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 INR **15,000/-** 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 INR **7,500/-** 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 INR **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.



4. Personal Allowance

You will be eligible for a monthly personal allowance of INR 17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

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 dependents under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to INR 6,000/- per insured person per annum and basic hospitalization expenses up to INR 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 INR 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 INR 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.

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TCSL/DT20222781354

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

415/21-24, Kumanan Nagar, Sholinganallur, Old Mahabalipuram, Chennai-600 114, Tamil Nadu, India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Narayan Pet, Whitefield, Bengaluru-560091

TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com



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. Probation Period

You will be on probation for three months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory or the Back Ground Check turns out negative.

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 to 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 probation 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 offer 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 your appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. 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.

11. 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.

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. 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.

12. 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.



13. 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.

14. 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.

15. 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.

16. 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.

17. 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.



18. 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 probation/service without notice.

19. 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 Sri Lankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer



The original documents will be returned to you after verification.

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

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

20. 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.

21. 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.

22. 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.



23. 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.

24. 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.



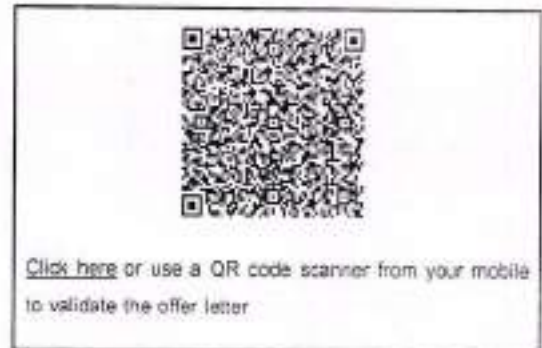
Withdrawal of Offer

If you fail to accept the offer from TCSL within 3 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



Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

GROSS SALARY SHEET

Annexure 1

Name	Deva Dharshini S
Designation	Systems Engineer
Institute Name	Thiagarajar College Of Engineering, Madurai

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	26,522	3,18,264
2) Performance Pay		
Monthly Performance Pay	4,300	51,600
Performance Bonus*	3,100	37,200
3) City Allowance	400	4,800
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,600	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	36,158
Retention Incentive	NA	70,000
TOTAL GROSS	51,844	7,00,022
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.

*** 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	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	17,272	2,07,264
GROSS BOUQUET OF BENEFITS	26,522	3,18,264



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Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Date: 3rd November, 2022
Name: Dhanushya Jayabal
College: Thiagarajar College of Engineering Madurai
Letter of Intent (LOI)

Dear Dhanushya Jayabal,
Congratulations!

In continuation to our discussions, we are pleased to offer you the role of Associate Engineer in Brillio Technologies Private Limited (Brillio). Upon your acceptance of this Letter of Intent, and subject to you meeting all the applicable requirements under this letter, you will receive a formal offer letter, which will outline the specific employment terms and conditions.

In this regard, we are proposing compensation package which includes an annual CTC of INR 8,50,000 and ACE bonus of up to INR 4,00,000, the details of which are set forth in Annexure 1 to this letter.

Please note this letter of intent is not an offer of employment or a legally binding contract of employment. The contents of this letter are strictly between you and Brillio. Please treat this letter and the contents hereof as personal and confidential.

The final Employment Offer Letter shall be subject to your:

- Passing the final semester examination of graduation in the first attempt
- Completing your course in the summer of 2023
- Securing an average of 60% or equivalent and above across all semesters during graduation
- Not having any academic year drops
- No re-attempts/ATKTs/backlogs/arrears allowed in the final semester of any course
- Submitting all necessary documents at the time of joining

If any information supplied by you in your application or during the selection process is found to be incorrect and/or false and/or you suppress material information regarding your qualification, experience or medical history, Brillio reserves the right to revoke this Letter of Intent without any notice.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Brillio. Brillio solely reserves the right to make any changes to the date of joining and the location of posting during your training and employment with Brillio.

If the above stated terms are acceptable to you, kindly acknowledge and share scanned soft copy of your Letter of Intent within 7 days from the date of issue on OnCampus@brillio.com confirming



Name: Dhanushya Jayabal
Role: Associate Engineer

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

Signature

ANNEXURE 1

Name: Dhanushya Jayabal	Date:	
Level:		
Components	Monthly	Annual
Basic Salary	28333.3	340000
House Rent Allowance	11333	135996
Flexi/Special Allowance	28004	336048
Monthly Gross	67670.3	812044
Company's Cont to PF	1800	21600
Company's Cont to Gratuity	1363	16356
Fixed Pay	70833.3	850000
Annual Variable Pay		0
Total CTC		850000

- ACE Bonus (INR): INR 4,00,000

- First Payout – INR 1,00,000 at the end of 2nd year service
- Second Payout – INR 1,00,000 at the end of 3rd year service
- Third Payout – Up to INR 2,00,000 at the end of 4th year service based on performance



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[Signature]

Hi Dhanya Prabha S B,

Congratulations on your selection at Tata Elxsi!

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Please submit below documents for completion of your joining process.

- a. Relieving letter(s) & Experience Certificate(s) from all your previous Organisations covering your entire experience.
- b. Your salary certificate / payslips (Latest 3 months Pay Slips from your immediate previous employer).
- c. Certificates of 10th & 12th Classes.
- d. Graduation Certificate & Marks Sheets.
- e. Post Graduation Certificate & Mark Sheets (If applicable).
- f. Passport Details (Number, Date, Place of Issue and Validity) with copy of first four and last two pages. Please get the self-attested copies of first four and last two pages of pass port.
- g. Last Employer's PF Membership No. (If applicable).
- h. Passport Size Photograph (White Background).
- i. Copies of Pan Card, self attested.
- j. Copies of Aadhar Card, self attested.

The offer should be signed (at the end of every page) and shared back to us.

Joining process will start by 9:00 AM on your joining date.

Note: Joining formalities will not be carried out if any of the mandatory documents is not submitted. Joining formalities will be done on the day when all the required documents are brought by you.

Looking forward to your joining the TATA ELXSI FAMILY!

for Tata Elxsi Limited,

Rajagopalan S.

Head - Human Resources

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engineering:creativity



29 May, 2023

Dhanya Prabha S B
No 2/248, Jesus Street, Aaviyur (Po&Vill) - 625022

Dear Abhirami,

We are pleased to appoint you as **Engineer** or in such other capacity as the Management of the Company shall from time to time determine, under the following terms and conditions:

1. Appointment:

You will be required to join us on **26 June, 2023**.
(The Company reserves the right to advance / postpone the date of joining.)

1.1. Your date of appointment is effective from the date of joining.

2. Code of Conduct:

- 2.1. The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.
- 2.2. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of your job, skills, specific background and professional merit. Accordingly your salary and any changes made to it, is strictly confidential, and you shall treat it accordingly.
- 2.3. You shall maintain proper discipline and dignity of your office and shall deal with all matters with sobriety.
- 2.4. You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- 2.5. You shall inform the Company of any changes in your personal data within 3 days of the occurrence of such change. Any notice required to be given to you shall be deemed to have been duly and properly given if delivered to you personally or sent by post to you at your address in India, as recorded in the Company.
- 2.6. You will observe work timings and holidays as applicable to your location and place of work.

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3. Training & Probationary Period:

- 3.1 You will be on training for the first 6 months. During the training period, you will be subject to assessment at various stages and you are expected to meet the minimum acceptable criteria for your continuity in the Company and subject to submission of Provisional Degree Certificate (PDC) of the University with **60% or 6.0 CGPA** in aggregate.
- 3.2 Post the above, you will be on probation for the next 6 months. On meeting the minimum acceptable criteria and on completion of the probation period, if found suitable in the appointed post, you will be confirmed in writing by the Company. The terms and conditions of this letter shall continue to bind you or as may be amended by the Company from time to time.
- 3.3 Based on your performance, the Company is at liberty to terminate your services, if found unsatisfactory at any time during the Training or probation period, or extended probation period, as it deems necessary.

4. Salary:

- 4.1. During the period of probation you will be entitled to salary and perquisites as detailed in the annexure. The Company in writing will communicate any change in compensation to you.
- 4.2. Compensation structure detailed in the attached annexure is for a posting in Chennai. The compensation structure is based on location of posting and any change in compensation arising out of a change in location of posting will be communicated to you in writing.

5. Initial Posting and Subsequent Transfers:

Your initial posting can be at any of our design & development centers in Chennai. You will be liable to transfer in such capacity as the Company may from time to time determine to any other location, department, establishment, factory or branch of the Company or subsidiary, associate or affiliate of the Company in India or abroad without claiming any extra remuneration for such transfers.

6. Leave:

- 6.1. You will be entitled to leave and other benefits in accordance with the rules / policies of the Company.

7. Other Work:

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ICIN-L8110KA199800019980



- 7.1. Your position is a full time employment with the Company and you shall devote your whole time and attention to the Company's business entrusted to you. You will not take up any other work for remuneration (Part-time or otherwise) or work in advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without the prior written permission of the Chief Executive Officer of the Company.

8. Termination:

- 8.1. During the period of training / probation, your services shall be terminable by giving one month's notice or one month's basic pay in lieu thereof on either side at the sole discretion of Tata Elxsi management. On confirmation of your services in the Company, your services shall be terminable by giving three months notice or three months basic pay in lieu thereof on either side at the sole discretion of Tata Elxsi management.
- 8.2. In the event that you want to terminate your employment with the Company, while on a project at customer's site in India or abroad you will be required to give a minimum of 90 days notice, to enable smooth transition and transfer of technology. The actual date of release will be mutually decided with the consent of the concerned client and your superior and the said date of release shall not be unreasonably withheld provided you are able to handover charge satisfactorily within the 90 day period. This minimum notice of 90 days cannot be adjusted with payment in lieu of notice period as mentioned in clause 8.1 above or adjusted against the Privilege Leave.
- 8.3. During the term of your employment with the Company, if the Company decides to enroll you for Training/Development Program abroad, you shall not leave or abandon the services of the Company for the time period set forth in a separate agreement from the date of completion of such Training and Development Program. On completion of such time period, if you wish to leave the services of the Company, you shall be bound to provide prior notice in writing as per the terms of this Employment Agreement / Offer letter.
- 8.4. You will be liable to termination from service by the Company without notice if:
- Any declaration given by you or any testimonials furnished by you to the Company is found to be false, or,
 - You are found to have willfully suppressed any material information, or,
 - You are found to have been convicted for or indulged in criminal, subversive or immoral activities, or,
 - You are found to have indulged in financial irregularities; or
 - You breach any of the terms and conditions of your employment as specified in this letter, or of any further official communication from the Company.

9. On Separation:

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- 9.1. On communication of the termination/resignation of your employment with the Company, you will immediately give up to the Company before you are relieved, all documents of the Company including correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and shall not make or retain any copies of these items.

10. Background Check:

You are advised that, before or after joining the services, the Company or its Client(s) may conduct a background check such as past employment, education, financial & criminal check, including any other information that has been furnished by you. The Company reserve the right to withdraw any offer of employment or terminate your appointment immediately, without any liability should the results of your background investigation found negative.

11. Intellectual Property and Confidential Information:

- 11.1. Information pertaining to the Company's operations and its clients shall remain secret and safeguarded by you. On joining the Company, a formal agreement to effect non-disclosure of confidential information and intellectual property etc. shall be executed by you. You will also keep us duly informed if you are bound by any confidentiality agreement with any of your previous employers, in which case you shall keep us indemnified against any breach thereof by you. Any Intellectual Property or Patents developed by you during your service will be the property of Tata Elxsi Limited. After leaving the services of the Company, you shall keep confidential and proprietary information and technologies, which you were involved with during your service with the Company and shall render yourself liable to damages and costs arising out of breach of such confidentiality.
- 11.2. You shall irrevocably, unconditionally and free of any cost, royalty or compensation, assign to TEL all rights, title and interests including the transfer rights and Intellectual Property Rights in all products, designs, software, all embedded, intermediary, base software technology which is created or developed by you during the course of your employment. TEL shall have the right to obtain and hold in its own name, copyrights, trade-marks and other applicable registrations and seek such other protection as may be appropriate to the work, product and all designs, software created by you and you shall also provide TEL or any person designated by TEL all assistance as may be required to establish and / or perfect the rights defined in this clause.
- 11.3. **Data Protection Regulation- Personal Data:** You acknowledge and agree that TEL or any of its affiliates or group companies may process your personal data/ sensitive data. You also hereby provide explicit consent to the company to transfer such personal/sensitive data outside the country in which you are employed. TEL will process

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your personal data in the performance of a contract as your employer, to ensure to meet the employer obligations and the requirements of employment law. Your personal/sensitive data as part of legal obligation for business accounting, payroll, tax, immigration purposes. Your personal/sensitive data shall be under legitimate interests to carry out background checks as part of our due diligence measures. You hereby give your explicit consent to TEL to process such personal/or sensitive data.

12. Adhering to Safety Standards:

- 12.1. The Company strives to provide each employee with a safe and healthy work environment. Each employee has responsibility for maintaining a safe and healthy workplace for all employees by following safety and health rules and practices and reporting accidents, injuries and unsafe equipment, practices or conditions.
- 12.2. Violence and threatening behavior are not permitted. Employees should report to work in condition to perform their duties, free from the influence of illegal drugs, smoking, chewing of tobacco or alcohol. The use of alcohol and/or illegal drugs in the workplace will not be tolerated.
- 12.3. Tata Elxsi has implemented its Healthy and Safety process based on ISO 45001. You are expected adhere to the Health and Safety Policy and promptly report any potential health and safety issues as per the reporting mechanism stipulated under the Health and Safety Policy. This act may help us maintain our own safety, as well as the safety of our fellow co-workers.

13. Protection of Interest:

- 13.1. If you conceive any new or advanced methods of improving process / formulae / systems in relation to the operations of the Company, such development will be fully communicated to the Company and will be and will remain sole right / property of the Company.

14. Client Management:

- 14.1. On Termination / Resignation of employment for what-so-ever reasons, you will not seek employment opportunities with our principals, customers and any other person / entity, with whom you had a business relationship / technical engagement within one year from your last working day in the Company. In the event the Company is of the reasonable opinion that you are terminating your employment with the Company to pursue an occupation in violation of this Clause 12, then the Company reserves the right to, at its sole discretion, refuse to accept any letter of termination, by whatever name called, of your employment with the Company. The Company further reserves the right to

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approach a Court of competent jurisdiction and obtain an injunction preventing you from terminating your employment with the Company and/or recover damages there from.

15. Non-solicitation:

- 15.1. During the period of employment and for a period of two years following your termination of employment with the Company, irrespective of the circumstances of or reasons of the termination, you will not, directly or indirectly, solicit, hire or employ, or assist anyone else to solicit, hire or employ, any other employee of the Company. At no time you may directly or indirectly seek to induce any other employee of the Company to leave the employment of the Company or to become associated with, or perform services of any type for any third party.
- 15.2. During the period of employment and for a period of two years following your termination of employment with the Company, irrespective of the circumstances of or reasons of the termination, you will not, directly or indirectly, solicit, induce or encourage any customer or vendor of the Company to move his/her existing business with the Company to a third party or to terminate his/her business relationship with the Company.

16. Retirement:

- 16.1. You will retire in the month of your attaining the age of 60 years.

17. Original Certificates:

- 17.1. You are required to produce Original certificates / testimonials for our reference & verification on the day of joining.

18. You are requested to join us on the date as indicated to you in **clause 1** of this letter ("Date of Appointment").

19. Jurisdiction and Dispute resolution:

- 19.1. Any dispute which may at any time hereafter arise between the parties hereto, shall be referred to a single arbitrator to be appointed by the Company Secretary of Tata Elxsi Ltd. in accordance with and subject to the provisions of the arbitration and conciliation act, 1996. It shall be open to any one of the parties to move the Company Secretary to appoint the arbitrator and refer dispute to arbitration. The decision/award of such an arbitrator shall be binding on the parties hereto. The venue of arbitration shall be Bangalore. The Courts in Bangalore shall have exclusive jurisdiction to the exclusion of all other Courts.

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- 19.2. You will be required to produce one set of photocopies and the originals of certificates / testimonials on the day of joining. Photocopies will be retained for our records and originals will be returned to you upon verification.
- 19.3. Please note that while on employment, you will be governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you.

We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association.

Wishing you the best in your career,

For Tata Elxsi Limited,

Rajagopalan S.
Head - Human Resources

Declaration

I acknowledge that I was provided with an unsigned copy of this Agreement in advance of signing the same and was accorded ample opportunity to read and seek whatever clarification I needed related to the Agreement. I have read and understood the above terms and conditions of employment and am accepting the same. I will be reporting for duty on as indicated to me in **Clause 1** of this letter ("**Date of Appointment**"). By signing this Agreement I consent to the Company for collecting, retaining and processing my personal/sensitive data.

Date:

Signature: _____

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Engineering Creativity



Annexure 1

Annexure to: **Dhanya Prabha S B**

Appointment Letter Dated: **29 May, 2023**

Name	Dhanya Prabha S B
Level	D
Designation	Engineer
BU	TBU
Location	Chennai

	Amount in INR
Basic	15,500
House Rent Allowance	7,750
Flexible Benefit Plan**	18,578
Statutory Bonus *	1,400
Monthly Salary	43,228

Deferred Benefits (Annualised)

Provident Fund (As per the PF Act 1952)	22,320
Gratuity (As per the Gratuity Act 1972)	8,947

Annual Gross Salary **5,50,003**

Medical Insurance (Hospitalisation) coverage as per Company policy as amended time to time.

Group Term Life (Personal Accident + Life Insurance) Coverage as per Company policy as amended time to time.

*As per the Payment of Bonus Act 1965

**Please refer the annexure for details of FBP

For Tata Elxsi Limited,

Rajagopalan S.
Head - Human Resources

TATA ELXSI

Registered Office: **Tata Elxsi Limited** ITPB Road Whitefield Bangalore-560 048 India

Tel +91 80 2297 9123 Fax +91 80 2841 1474

www.tataelxsi.com

ISO 9001:2015 & ISO 14001:2015 Certified



Annexure 2

Annexure Indicating breakup of FBP components applicable to grade "D"

1. Telephone / Cell phone expenses (Not exceeding Rs.15,000/- p.a.).
2. Membership for Technical Societies (not exceeding Rs.6000/- p.a.).
3. LTA (tax free twice in 4 years as per prevailing Income Tax rules).

TATA ELXSI

Registered Office **Tata Elxsi Limited** ITPB Road Whitefield Bangalore 560 048 India

Tel +91 80 2297 9123 Fax +91 80 2841 1474

www.tataelxsi.com

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Z O H O

Zoho Corporation Private Limited

Registered Office: Plot 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu, 603 202.

Ph: +91 - 44 - 6744 7070

www.zohocorp.com

DTA UNIT

24 Date: 30-Aug-2023

To

Ms.DIVYA MEENA AL,
FLAT NO A2-106, MAHENDRA AARNA ELECTRONICS CITY PHASE2,
KAMMASANDRA,
BENGALURU-560100, KARNATAKA.

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear Ms.DIVYA MEENA AL,

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position MEMBER TECHNICAL STAFF with ZOHO CORPORATION PRIVATE LIMITED.

REMUNERATION

Your annual Cost to Company will be **Rs.600000/- (RUPEES SIX LAKH ONLY)**. The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.

Branch Office

No 2/253-B, Alanganallur Sugar Mill Road, Poikaraipatti,
Kallarshiri post, Madurai, Tamilnadu, 625 301.

Corporate Identification No: U40100TN2010PTC075961

e-mail ID: hr-team@zohocorp.com



ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.





NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment.

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **06-Sep-2023**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,

For ZOHU CORPORATION PRIVATE LIMITED

M.I. Schall
Manager - HR & Global Operations

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature:

Date of Offer acceptance: 31 Aug 2023

Name : Divya Meena AL

Place : Madurai





ANNEXURE A

NAME : DIVYA MEENA AL
DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	20000	240000
HRA	10000	120000
Other Allowance & Flexible component	17600	211200
Gross Salary	47600	571200
Employer Provident Fund (12% of Basic+TA)*	2400	28800
Cost To Company (CTC)	50000	600000
Prosperity Sharing Plan		100000
Compensation for the first year		700000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:

PROSPERITY SHARING PLAN

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of Rs.6000/- (RUPEES SIX THOUSAND ONLY) once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides Rs.1000/- (RUPEES ONE THOUSAND ONLY) for team treat and Rs.4000/- (RUPEES FOUR THOUSAND ONLY) for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Medclaim policy for a sum insured of Rs.500000/- (RUPEES FIVE LAKH ONLY). This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of Rs.2000000/- (RUPEES TWENTY LAKH ONLY).

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of Rs.3000000/- (RUPEES THIRTY LAKH ONLY).

Please note that the above mentioned insurance schemes are subject to change based on yearly renewal



25

[Handwritten Signature]

EMPLOYMENT OFFER LETTER

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Cappemini Ref: 7920446/1737758.

11/29/2023,
Durgadevi Ganesan.

892F113A Gandhi Nagar S M Nagar Melur
Madurai, Tamil Nadu
India.

Confidential

Dear Durgadevi Ganesan,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Cappemini Technology Services India Limited ("Cappemini" or "Company") starting from 12/29/2023 (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be **Analyst/AM**.

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

C) You have to report by 9:00 A.M. at Chennai office to complete your on-boarding and joining formalities. In this regard, you may contact security at the main gate for your entry pass etc.

Address

Cappemini Technology Services India Limited, Spot IT Park,
Old Mahabalipuram Road, Siruseri, Chennai - 603103, Tamil Nadu.

Please note that your name mentioned in this offer letter will be used to create your employee records in Cappemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 400,010.00 (Rupees Four Lakh And Ten Only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowances as applicable to you. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

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


 Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

Analyst

Total Cost to Company (CTC) Rs.400,010.00

Monthly Components	Per Month	Annualized
Basic	Rs.21,200.00	Rs.254,400.00
House Rent Allowance	Rs.7,832.00	Rs.91,982.00
Gross monthly salary	Rs.28,836.00	Rs.346,032.00
Company's contribution to PF*	Rs.2,544.00	Rs.30,528.00
Gratuity (accrual only)		Rs.12,240.00
Total Fixed Compensation		Rs.368,800.00
Total Cash Compensation		Rs.368,800.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs.11,210.00
Total Cost to Company		Rs. 400,010.00

Notes:

1. The payroll processing will be as per Company policy notified from time to time.
2. For claiming tax benefit in case of admissible allowances and reimbursements (e.g. Leave Travel Assistance, Vehicle and Driver Reimbursement etc.), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
3. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.
4. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.
- ** These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes / modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes / modification to statutory payment.
- * Employee's contribution towards PF will be made from the monthly salary as defined by Law. The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.

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

1. Provident Fund- You will be covered under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and the Schemes framed thereunder. Under the provisions of the abovementioned Act, You and the Company will contribute towards PF as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above mentioned compensation.

Note: In the event you are not citizen of India, International Worker (IW) or Overseas Citizen of India (OCI), your PF contribution as mentioned above shall be waived as stipulated by the Government of India from time-to-time.

2. Gratuity- Gratuity shall be paid as per the Payment of Gratuity Act, 1972.

NOTE:

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

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

1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.
2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.
3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.
4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.
5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

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

G.) You shall be eligible for following additional one-time payout:

- Special Incentive: You shall be eligible for one-time incentive of INR 25,000.00/- (Rupees Twenty Five Thousand Only) post completion of one year of service from your date of joining with the Company. This payment will be made to you in the subsequent payroll cycle post completion of one year and will fully taxable. However, in the event that you are not an active employee of the Company (i.e. terminated or you resign from employment or for any other reason) post completion of one year but before the disbursement of one-time incentive, you shall not be entitled for this one-time incentive paid.

H.) Probationary Period:

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

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

J.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:
 - a. You will submit relevant documents as mandated by the Company.
 - b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company.
 - c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless, you must submit a clear discharge and/or relieving letter within forty-five (45) days of joining the Company.
 - d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
 - e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.
 - f. You provide two satisfactory references, one being from your most recent employer (prior to joining Cappemini).
 - g. Your background verification check (including address, academics, employment, criminal etc. as applicable) conducted by the Company is cleared; and
 - h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.
 - i. If you are a *FW (OCI)* your employment with the Company is subject and coterminal to valid employment VISA/ employment permit as applicable (conditions, tenure and other terms as may be applicable) for the purpose of employment during your term of employment with the Company. You are required to fulfil all the compliance pertaining to the same including but not limited to the compliances with FRRO and intimate the Company within 2 working days.
 - j. Your employment shall be subjected to the below-mentioned additional terms and conditions.
 - a. You should clear the final degree examination and submit your Highest Degree/Provisional Certificate/Consolidated marksheet and/or Final year Mark sheet, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by 05/27/2024 (for current year pass outs), our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - b. You will be required to clear if applicable, the mandatory Entry Level Certification Training Test ("Test") of the Company in the first attempt. In case the Test is applicable, the details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such Test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - k. That you have obtained / scored a minimum percentile in all semesters of your graduation course, as per the eligibility criteria specified to you during the hiring process.
 - l. You will join our Fresher training if applicable to you and for successful completion of training you will be evaluated upon defined parameters and will be required to score a minimum percentage. Details pertaining to fresher training will be provided to you separately at the time of on-boarding.
2. Your employment is *inter alia* based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, fabricated or forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

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

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

At Caggemini, one of our goals is to afford all our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personal and professional goals. Caggemini values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen (15) days from the date of this letter. Our offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Employment Offer Letter.

For Caggemini Technology Services India Limited



Sath Mathew

Head - Talent Acquisition

Acceptance

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

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

Name: Durgadevi Ganesan

Date: 11/29/2023

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

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

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

- a) one location to another; or
- b) one team/department/account/function/Business Unit to another; or
- c) one project/job to another; or
- d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

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

2. DUTIES AND RESPONSIBILITIES:

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

3. COMPENSATION:

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

4. TRAINING:

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

5. COVENANTS AND REPRESENTATIONS:

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

- a) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company.
- b) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates.
- c) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and
- d) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

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

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

5.4 Capperini prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at any time during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.

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

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

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

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

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

5.10 Unless specifically authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.

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

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

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

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

5.15 You hereby represent to the Company that:

- a) you are legally permitted to reside and be employed in India;
- b) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same;
- c) you have accepted these terms and conditions only after having had the opportunity to seek clarifications;
- d) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you;
- e) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and
- f) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

5. CONFIDENTIALITY:

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

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

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

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

- a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you;
- b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent;
- c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care;
- d) prevent the unauthorized use, dissemination or publication of such Confidential Information;
- e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you;
- f) not share such Confidential Information with any third party (specifically those persons who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company);
- g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company;
- h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and
- i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or maybe reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

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

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

- a) was in your possession before receiving the same from the Company pursuant to this Letter;
- b) is or becomes a matter of public knowledge through no fault of yours; or
- c) is rightfully received by you from a third party without a duty of confidentiality.

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

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

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

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

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

7. INTELLECTUAL PROPERTY:

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

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

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

- relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith;
- results from tasks assigned to you by the Company; or
- results from the use of premises or personal property (whether tangible or intangible) loaned, leased or contracted for by the Company or its affiliate,

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

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

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

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

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

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

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

8. CONFLICT OF INTEREST:

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

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

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

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

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

9. RETIREMENT/TERMINATION:

a.) Retirement

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

b.) Notice Period Termination

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

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

- (ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).
- (iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labour laws and/or in the Company policies.
- (iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.
- (v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment:

- i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.
- ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.
- iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release forms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

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

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

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

11. MISCELLANEOUS:

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

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

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

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

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

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

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

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

11.8 **Dispute Resolution/Governing Law:** The Parties to this Agreement shall make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Disputes with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Mumbai in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Caggenini. The award of the Arbitrator shall be final and binding on Parties. This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

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

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I, _____ residing at _____ do hereby provide my express consent to my employer, Caggeemini Technology Services India Limited, having its registered office at No.14, Rajiv Gandhi Infotech Park, Hinjawad Phase III, MIDC - SE2, Village Mas, Taluka Mulshi, Pune - 411057, Maharashtra (hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependants whenever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:
 - a) background verification agencies for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
 - b) payroll processing agencies for processing my payroll (including reimbursement claims),
 - c) law enforcement agencies,
 - d) to comply with a judicial/quasi-judicial order,
 - e) auditor (including internal auditors, statutory auditors or Caggeemini's clients or their auditor) for the purpose of audit,
 - f) insurance companies for the purpose of group insurance, personal accident insurance etc.
 - g) service providers providing services for biometric access to office premises for monitoring attendance,
 - h) foreign consulates, embassies etc. and service providers (including travel agents) for the purpose of processing of visa, work permits etc.
2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:
 - a.) affiliates of the Company for administrative purposes and/or audit;
 - b.) clients/prospects in relation to any staff augmentation assignments.
3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Mumbai shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.
4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.
5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.
6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information in Company's records in the event of any change.
7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's Intranet.

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

Name:
Signature:
Date:

ANNEXURE I (A)

Joining Documents

Please carry two set of photocopies along with the original documents for verification as mentioned below:

- I. **Academic qualification (Highest qualification as applicable):**
 - Highest Academic Qualification – all semester marksheet and certificates
 - Provisional Certificate OR Convocation OR Degree certificate
 - If Applicable- Diploma/ Completion Certification(s) for specialized courses

- II. **Employment experience related documents(As applicable):**
 - a. **Current Employer**
(Document mandatorily containing: Emp ID, Designation, Start Date of Employment, End Date of Employment)
 - Resignation acceptance letter OR Email confirmation from the HR (official domain) OR Relieving Letter AND Experience Certificate
 - Pay slips for last 3 months

 - b. **Previous Employer(s)**
 - Experience Certificate AND / OR Relieving certificate of all employments (ensure the above document specifies start date and end date of your employment (s))

- III. **Mandatory Documents**
 - UAN card copy with KYC as "YES" (not required for freshers)
 - E-Aadhar card copy
 - Passport size photograph – 4 copies (white background)

- IV. **Proof of Identity (Any two):**
 - PAN Card (Mandatory)
 - Valid Passport – All pages
 - Driving License
 - Voter's Id

ANNEXURE I (B)

Background Verification

Reference terms:

Cappgemini adheres to a strong background verification process. As a part of this process all the personal and professional information provided by you is verified, therefore we request you to provide all the necessary relevant documents as per the information provided. This will help us verify your

- Education Credentials (Bachelor's Degree/Post Graduate Degree etc. whichever is higher)
- Professional Experience & Employment(s) Credentials.
- Database
- Court Record (as applicable)

Note: Based on certain business requirement and statutory rules, Cappgemini may initiate additional checks during your tenure in the organization. By accepting this offer you agree to undergo such additional checks as required. Cappgemini will not take any individual approval for the same.

Please ensure that the following steps are followed to initiate the process and submit the necessary documents whenever the insufficiency is intimated to avoid delay in onboarding and completion of BGV.

***** You are required to submit all the documents at the earliest from receiving this Offer and the NES failing to which offer will be revoked *****

Fill the standard application form by clicking the New Employee Wizard (NES) link (received from SuccessFactors Onboarding <auto.noreply@cappgemini.com>). (You will receive the link to New Employee Wizard portal shortly). In case you have not received this link within the next 3 days, please get in touch with your recruiter immediately.

Download the Address check Form, Database check form, Court record form - from the New Employee Wizard link; update the details in the form with your manual signature and mention the current date on which you have signed this form. You will have to upload the scanned copy of these documents on to the New Employee Wizard link.

- Highest Educational Degree Certificate and Final year Mark sheet
- Submission of all semester/term mark sheets of your highest qualification.
- Any qualification obtained from the Institute which is not recognized by UGC/AICTE is not considered.
- Experience letters and relieving letters for last 5 years of employment as applicable

Please note, should you provide any other additional document than the aforesaid, the Company shall not be held responsible for the same

- On the date of joining you are required to carry the experience letter/Relieving letter from all your past employers for last 5 years of employment as applicable
- These letters should clearly mention your date of joining & last working day with your previous employers

Some organization issue relieving/experience letter along with the full and final settlement in such cases you should submit the resignation acceptance mail authorized by your last employers HR department and you should ensure that the last working day is clearly mentioned on this acceptance letter. Please note that in such cases you will have to upload the original experience/relieving letter in the Background verification Application (Link available on E-mail) not later than 45 days of your joining***

- Campus Hire: For current year pass outs, mandate documents (Final year marksheet/consolidated marksheet and Provisional certificate) to be shared within 60 days of joining Cappgemini.

Court Verification Forms

- Court Record form

Note:

All these forms (Address check Form, Database check form, Court record form) are available on the New Employee Wizard link. Please download these forms from the New Employee Wizard link and fill the information in BLUE ink only.

All the above forms will be shared with our empaneled BGV vendors. As part of the verification process, you may be requested to support with verification which could include police and court checks. The forms are further submitted to the respective authorities (Police/Courts etc) and as a part of the verification process the representatives of these authorities may visit your residence for verification; alternatively, they may also call you or ask you to visit the nearby Police Station.

Important points to note:

- In an event you fail to upload the required pending documents in the BGV tool within 7 Calendar days / within 3 reminders, Cappgemini reserves the right to hold back your salary and to take disciplinary actions which inter alia include termination from service without notice.

You are requested to fill your details diligently in the link provided. If there is a discrepancy in the data provided or the copies of documents / certificates given by you as a proof in support of the above, Cappgemini may take disciplinary action which inter alia includes termination from service without notice.

*****In case your last employer does not provide experience letter, the relieving letter is accepted as an alternate document. Please ensure that the relieving letter has last working day clearly mentioned.**

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

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

Best Regards,
Team HR.

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OFFER LETTER


Dr. G.K. Rajasekar
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Ref: GANIT/HR/CR/2022

Date: 28/09/2022

Name

Fathima D

Email

fathimadevashayam@student.tce.edu

Contact

7538870992

Dear **Fathima**,

Congratulations. Welcome to the exciting world of Data Science!

We are pleased to offer you the role of **Data Analyst**. You are offered an annual compensation (CTC) of **INR 6,00,000/- (Rupees Six Lakhs only)**.

Your joining date will be announced at the end of the current academic year. You will receive communication on your joining, on-boarding and other procedures a month prior to your joining date.

In case of any queries that you might have please feel free to contact the recruitment team of GANIT at campusqueries@ganitinc.com

Welcome to Ganit and wish you an exciting career with us!

Yours Sincerely,



Ashok Harwani

Director



To,
Gokula Krishnan K
2/541 Thanthai Periyar Nagar,
3rd street Karaikudi - 630002.

Date: 22 June 2023

Dear Gokula Krishnan K,

Welcome to Trimble Family!!

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
M... ..

Trimble is a great place to work!!! We take pride in our culture. We are confident that you will find meaning and associate with our organization, our values and work ethics. We look forward to your successful integration with us and a rewarding career with Trimble.

1. With reference to your application and your subsequent interview with us, we **Trimble Information Technologies India Pvt Ltd** are pleased to offer you the position of **Software Developer** subject to the terms and conditions set out in Annexure - A hereunder. You will receive emoluments and perquisites as mentioned in Annexure - C, which also specifies your detailed salary break up.
2. This Offer is subject to verification process conducted by Trimble India. If at any time, it is found that any of information provided by you is false, or any of the documents provided by you are not genuine, then the Offer becomes invalid and void ab initio.
3. You are required to join the services of Trimble India, on or before from **Monday, July 3, 2023**
4. At the time of joining, you are required to furnish the documents mentioned in Annexure - B
5. This Offer Letter, along with the Annexures & Addendum contained herein, are issued in duplicate. Kindly submit one copy of this Letter along with Annexures & Addendum duly signed by you as token of your acceptance of the same, by **27 June 2023** either as a physical copy or soft copy electronically. (In case you are providing the duly signed copy electronically, the original hard copy needs to be provided on the date of joining). If this Letter is not signed and returned to Trimble India as stated above, this offer shall be considered null and void.

We wish you good luck in your career with us and look forward to mutually beneficial association.

For Trimble Information Technologies India Pvt Ltd

Authorized Signatory

I have fully read, understood the content, and hereby agree to abide by the same.

Gokula Krishnan K

Gokula Krishnan K

CIN: U72300TN1999PTC043647

Registered Office: Lakshmi Tech Park - No.5/639, Old Mahabalipuram Road, Kandanchavadi, Perungudi, Chennai, India - 600096

Tel: +91 44 2254 1941 / 43 / 61 / 63 - Fax: +91 44 2254 1942 - www.trimble.com

Branch Offices: Shree Sewan Knowledge Park, 4th floor, D 507, TTC Industrial Area, M.J.D.C., Turbhe, Navi Mumbai 400 705, India Tel: +91 22 61337777

Vikram Monarch, CTS No. 1115-A/1, 10th floor, GaneshKhind Road, Shivajinagar, Pune - 411 016, India Tel: +91 20 4917 4900

1st Floor, No.23, Sankey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

Annexure – A**Terms and Conditions of Employment**

This Terms and Conditions of Employment sets out the terms of your employment with Trimble India.

1. Designation and Place of Work:

- 1.1. You will be employed in the position of **Software Developer**, Trimble Information Technologies India Pvt Ltd. Your initial duties and responsibilities will be briefed to you by your supervisor or a designated person by the company and also may have reference in the new employee orientation program.
- 1.2. Your principal place of work as on the Effective Date shall be at **Chennai**, or at such other place as may be designated by the Company. You may be transferred, at the sole and absolute discretion of the Company, to any place in India or outside India, on terms and conditions not less favourable than those contained herein. You may be required to travel both inside and outside India on the business of the Company in the due performance of your duties, from time to time. The Company may also depute you to any work or assign you to any client, affiliate or associate company, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom the Company may make any such arrangement or agreement. You will at all times need to keep your passport valid and current.

2. Compensation

- 2.1. Your Annual Total Base Pay will be **Rs.7,00,000** Per Annum (which is explained in Annexure C) according to local payroll practices, subject to any deduction, including without limitation deductions for taxation and other statutory deductions as required by the law.
- 2.2 Any tax liability arising out of your compensation/ salary shall be borne by you and it will be as per Income Tax Act and statutory rules, as applicable. All payments by the Company to you, shall be made after deduction of taxes, as applicable under the law.

3. Confidentiality of salary information:

- 3.1. The salary package offered to you is specific and personal to you. Any comparison of the same with the salary packages of other employees is discouraged.
- 3.2. You are required to strictly maintain the secrecy of and ensure that you don't divulge or communicate in any manner, any information regarding your remuneration/terms of employment, to any other employee of the company, except authorized authorities.
- 3.3. In a similar way, when deputed to work / interact at the client site, you are expected not to discuss or disclose the same to any member of the client staff, in the interest of maintaining and promoting good and ethical functional business relations with our clients.

4. Company Policies:

- 4.1. You agree that you will at all times faithfully, industriously, and to the best of your skill, ability, experience and talents, perform all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with the terms contained herein, all company policies, procedures, rules and regulations, both written and oral, as are announced by the Company, from time to time.

CIN: U72300TN1999PTC043647

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Vikram Monarch, CTS No. 1115-A/1, 10th floor, Ganeshkhind Road, Shivajinagar, Pune - 411 016, India Tel: +91 20 4917 49001st Floor, No.23, Sankey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

Bas
D. G. K. Raajesh
Placement Officer
Thiagarajar College of Engg
Madurai-625 015

- 4.2. It is also understood and agreed to by you that your assignment, duties and responsibilities and reporting arrangements may be changed by the Company, in its sole discretion, with or without causing termination of your employment.
- 4.3. Your attention is also drawn to the Company Policies and Procedures manual (collectively referred to as the "Company Policies") which describe in more detail, various other employment practices, such as claiming and payment of business expenses, and policies such as those on Leave & Holidays, Sexual Harassment, Use of Technology and Health and Safety, Global Code of Conduct which can be accessed at the Company Intranet. The Company reserves the right to review, modify or amend the Company Policies as and when required, at its sole discretion and the same shall be updated in the Intranet. Such modifications and amendments are also deemed to be part of these terms.
- 4.4. On accepting the terms contained herein and joining the services of the Company, you acknowledge that you would read through carefully and understood all the Company Policies contained on the intranet, your duties and responsibilities vis-à-vis such policies, the various steps and disciplinary actions that the Company can take/implement in order to ensure compliance with its Policies. You hereby agree to adhere to and comply with such Company Policies at all times during the term of your employment and thereafter if you are required to.

5. Non-Compete & Non-Solicitation Obligations:

- 5.1. In view of the position to be held by you in the Company, and the fact that you would be exposed to confidential and proprietary information of the Company during the course of your employment, you hereby undertake to abide by the following:
- 5.1.1. In the event of termination of your employment with the Company for any reason whatsoever, you shall, for a period of 12 months from the date of termination, be obliged not to engage yourself, directly or indirectly in any manner whatsoever in any Business or Firm or Company which constitutes a competition to the Company's business;
- 5.1.2. During the employment with the Company and for a period of 12 months thereafter, you shall not, without the Company's express written consent, either on the your behalf or on behalf of another (a) contact or deal with employees or ex-employees of the Company and or its associated companies, for the purpose of hiring them; (b) hire employees or ex-employees of the Company and/ or its associated companies; or (c) solicit the business of any client, customer or licensee of the Company and / or the associated companies.
- 5.1.3. The Clauses 5.1.1 and 5.1.2 shall survive the termination of employment. You hereby acknowledge that the provisions of these clauses are reasonable and necessary measures designed to protect the proprietary and Confidential Information of the Company.

6. Data Protection:

- 6.1. You consent to the Company holding and processing, both electronically and manually, the data it collects in relation to you, in the course of your employment, for the purpose of the Company's administration and management of its employees, its business and for compliance with applicable procedures, laws and regulations. You also consent to the transfer, storage and processing by the Company of such data outside India, where the Company may have its offices or that of its affiliates or group companies, and to the sharing of such data with prospective buyers, clients, acquirers and partners of the Company's business.

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Vikram Monarch, CTS No. 1115-A/1, 10th floor, Ganeshkhind Road, Shivajinagar, Pune - 411 016, India Tel: +91 20 4917 4900

1st Floor, No.23, Saikey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

7. Indemnification:

- 7.1. You undertake to keep the Company fully indemnified in respect of any breach or violation of the Non-Disclosure, Non-Use, Non-Compete and Confidentiality obligations by you. You understand that if you breach / violate in any manner, any terms and conditions herein, the Company shall suffer irreparable loss, harm and injury and monetary damages alone shall not be the adequate relief. Company, therefore, shall be fully entitled to obtain injunctive relief including similar other relief against you.

B. Termination of Employment:

- 8.1. Notice of termination: Each party agrees to provide the other Party with two months prior written notice for termination of employment or payment of two months' salary (Total Base Pay) in lieu of notice of termination. Notwithstanding the above, in the event that you desire to terminate your employment with the Company, the Company shall have the sole discretion to relieve you only after the completion of a Company assignment, where the same has not yet been completed by you.
- 8.2. You hereby agree that the Company is entitled to terminate your employment, at any time without notice or payment in lieu of notice if such termination arises as the result of your misconduct, negligence and/or breach of any express or implied term of your employment including the Company Policies and/or Global Code of Conduct as available on Intranet. Notwithstanding other provisions contained herein, the procedures for termination of employment and any associated payment settlement will be subject to managements' sole discretion.
- 8.3. Upon the termination or cessation of your employment with the Company for any cause whatsoever, you shall immediately deliver up to the Company or its authorized representative, any property or documents of the Company which may be in your possession, custody or under your control, including, without limitation, mobile phone, laptop, memoranda, correspondence, notes, records, reports, sketches, plans, letter heads, visiting cards or other documents and any copies or reproductions thereof in any medium whatsoever, and all other confidential information, whether or not the property was originally supplied to you by the Company. If so requested, you shall provide to the Company a signed statement confirming that you have fully complied with this Clause.
- 8.4. Without prejudice to any other right available under law, the Company reserves the right to make reasonable deductions from your full and final salary payment or any other amount due to you, in the event you fail to return all the property of the Company which is in your possession, or return it in a damaged state, other than due to normal wear and tear.
- 8.5. DUAL EMPLOYMENT: You will be in the exclusive employment of the Firm. During your employment with the Firm, you will devote your whole time, attention and skill to your ability for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

9. Retirement:

Retirement age for all the Trimble employees in India will be 58 years.

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Registered Office: Lakshmi Tech Park - No.5/639, Old Mahabalipuram Road, Kandanchavadi, Perungudi, Chennai, India - 600095

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1st Floor, No.23, Sankey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

Annexure – B***Documents to be submitted within three days of offer acceptance***

- a. Copy of educational certificates (SSLC, HSC, Graduation & Post Graduation);
- b. Copy of appointment letter/relieving letter from your last 3 employers;
- c. True copy of your last 2 months' pay slip;
- d. 6 copies of color passport size photographs;
- e. Copy of all pages of your passport;
- f. Copy of your Pan Card & Aadhaar Card;
- g. Identity Proof (Copy of Driving license/Voter's ID);
- h. Proof of residence (both permanent and present address);
- i. Employment Data Form, if not submitted earlier;
- j. Signed Trimble Policy Documents (enclosed with this offer);

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Annexure – C
Compensation Break-up/CTC

Name: Gokula Krishnan K

Date: 22 June 2023

Particulars	Compensation	Compensation
	Per Month (In Rs.)	Per Annum (In Rs.)
Basic Salary	20417	245000
HRA	10208	122500
Flexible Benefit Basket	25258	303100
A. Gross Salary (Rs.)	55883	670600
Provident Fund		
B. Company's Contribution (Rs.)	2450	29400
Total Base Pay (Rs.) - A+B	58333	700000
C. Other Benefits		Benefits Value
Medical Insurance for family		850000
Personal Accident Insurance		1500000
Term Life Insurance		2100000
Gratuity	**	** As per Gratuity Act, 1972

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 1st Floor, No.23, Sankey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

Addendum

Non-Disclosure Agreement

During the period of employment you may be exposed to various Confidential Information of the Company and its subsidiaries, holding company, affiliates, etc. ("Associated Companies"). "Confidential Information" for the purpose of this clause shall include without limitation (i) all information, documents, data, software, lists, client letters, design, pattern and correspondence etc., in any form (physical, oral, electronic, etc.), that belong to the Company and / or Associated Companies; (ii) details of the Company's and / or Associated Companies', internal practices etc., that are not available in the public domain; (iii) identities and details of the Company and / or Associated Companies or their clients and their work details; (iv) any information of any client of the Company and / or Associated Companies, whether privileged information or not; (v) trade secrets, know how, other intellectual property rights of the Company and / or Associated Companies, and (vi) any other Confidential Information disclosed by the Company and / or Associated Companies to you, whether marked as confidential or not.

You are fully aware that it is a matter of paramount importance on your part that the above Confidential Information should not be in any manner disclosed, misused, or passed on to any third party by you, directly or indirectly, and accordingly you fully commit yourself to this non-disclosure and non-use obligation in respect of the Confidential Information.

You should inform the management of the Company before enrolling yourself for any examination or course of study. You will not divulge orally or in writing any Confidential Information that comes to your knowledge during the course of your service in the Company to any of the outside agencies. You shall not disclose any of the trade secrets, proprietary information or any other Confidential Information to any of the external parties against you.

All the research done and data generated, including that of the client database of the Company is the sole property of the Company. Unauthorized storing, copying, deleting or transmitting (in hard/soft or any other means) of any Confidential Information will be in breach of contract, is a serious legal offense and strictly prohibited. This will lead to immediate termination without any notice. All losses on such offenses will have to be fully compensated in monetary terms.

You are not allowed to carry the research/official document, workbook or any document containing Confidential Information in any media or any form outside the office premises without written permission of the authorized person, failing which strict disciplinary action will be taken.

You agree, confirm and undertake that you shall not otherwise derive any benefit of whatsoever nature out of the Confidential Information and the Confidential Information shall be used by you only to perform the duties assigned to you by the Company. Even to the other constituents and employees of the Company the Confidential Information shall be disclosed only on need-to-know basis and to the extent absolutely necessary.

At the end of your employment with the Company, you shall handover all the data, information, files, documents, pattern and designs etc., pertaining to the Company which are in your possession without keeping any copy, replica, duplicate in any manner or any form.

If any disclosure of the Confidential Information to governmental, judicial, statutory, regulatory or other authorities is required, you shall provide a prior written notice to the Company of such requirement, unless the applicable law does not permit such notice.

Assignment of Inventions:

You will disclose to the Company, forthwith, any discovery, invention, process or improvement made or discovered by you while in our service, and such discovery, invention, process or improvement shall belong absolutely to and be the sole and absolute property of Company, you shall at the Company's expense, take out or apply for Letters of Patent, Licenses, or other rights, privileges or protection as may be directed by us in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to the Company, and you will execute and do all instruments, acts, deeds and things, which may be required by the Company, for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in our favour or in favour of such other person or persons, firms, or companies, as we may direct as the sole beneficiary thereof.

If during the course of your duties you make any discovery or invention or secret process or improvement in procedure or make any literary or artistic work or computer program relevant to, or capable of use in, the business of the Company then you must disclose all facts and details to the Company as it may require, and such discovery, invention, secret process, or improvement in procedure, literary or artistic work or computer program and all intellectual property rights relating thereto, shall belong to and be the absolute property of, the Company. At the request and expense of the Company, you shall give and supply all such information, data, drawings and assistance as may be necessary or in the opinion of the Company desirable to enable the Company to exploit the intellectual property to the best advantage (as decided by the company). You shall execute all documents and do all things which may, in the opinion of the Company, be necessary or desirable for obtaining patent or other protection for the intellectual property and for vesting the same in the Company, as the Company may direct. You also agree to execute any additional documents, subsequent to your employment with the Company, as may be necessary for the Company to perfect its title in the intellectual property.

For a period of six (6) months after termination of your employment with the Company, you shall promptly disclose to the Company fully and in writing all inventions authored, conceived or reduced to practice by you, either alone or jointly with others. In addition, you hereby undertake to promptly disclose to the Company all patent or copyright applications filed by you or on your behalf within one (1) year after termination employment.

CIN: U72300TN1999PTC043647

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1st Floor, No.23, Sankey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088



Gokulrajaram A,
Chennai

Tel: 9025938745
Email: teegokul@gmail.com

Dear Gokul,

We are pleased to confirm the highlights of our employment offer to you. Please call me immediately at +91-44- 7154 9655, if you have any questions regarding this offer. This offer is open for your consideration until close of business on **Nov 10, 2022**

Your position will be **Engineer I - corporate applications** reporting to the **Manager – CAE - India - 8061**. You will be a fulltime employee of Microchip Technology (India) Pvt. Ltd., Chennai.

Your Total "Cost-to-Company" (CTC) (Total Annual Gross plus Retirals, Benefits, Incentives and Perquisites) will be **Rs. 1,000,000 (Rupees Ten Lakhs Only)** per annum.

The detailed breakup for all components of the salary is attached along with the offer letter. Your performance and compensation will be reviewed periodically, and you will be eligible for salary adjustments in the future based upon these performance reviews.

You will be on probation for a period of 6 months, which may be extended or reduced at the sole discretion of Management. During the period of probation, the appointment can be terminated either by the company or by yourself by giving 1 month written notice. On completion of this probation period of 6 months, you will be deemed to be confirmed in the services of the Company, unless otherwise intimated in writing.

After confirmation, in case you wish to resign from the services of the company, the notice period is two months; any short notices will have to be paid by you to the company, during final settlement.

Incentive - You are eligible to participate in the Company's discretionary incentive compensation program(s) mentioned below. As the name implies, the purpose of these programs is to give all employees a personal incentive to work diligently in performing their functions as a team member of the Company. The Company's success depends, in large part, on the hard work of our employees; when our employees collectively work hard to make the Company successful, the Company wants those employees to personally share in its economic success.

Microchip Technology (India) Private Ltd.,
CIN: U72200KA2000PTC026229
Plot no.149-B, EPIP 1st Phase Industrial Area
Whitefield, Bangalore - 560066
Tel: +91-80-30904444
Fax: +91-80-30904080
Web: www.microchip.com

Microchip Technology (India) Pvt Ltd
Survey No.410/1B (Old Survey No. 410/1A)
Semmancheri Village, Nukkampalayam Link Road
Chennai-119.
Land Line: +91-44-6143-4400 / +91-44-6143-4401

Web: www.microchip.com



MICROCHIP

1. Microchip's Employee Cash Bonus Plan (ECBP), which is a discretionary incentive program based on the Company's profitability and growth. The target for ECBP is up to 3.85% of your annual base salary payable quarterly (e.g. hourly rate * 20 hours = target). The actual amount may vary depending on the discretion of the Company, taking into account your performance and the Company's profitability.

All payments under the plans are in the discretion of the Company and are not included in calculations for benefits upon termination of employment or other relevant entitlements. To be eligible for any incentive compensation you must meet all applicable terms and conditions, including but not limited to the following and others as may be communicated to you from time to time:

- Be an employee by the prescribed start date of the beginning of the quarter and remain an employee through the date the bonus is paid (it is not sufficient to be employed on the last day of that quarter and then leave the Company's employment before the bonus is paid out).
- Be an active contributor to the Company's success during the quarter as determined by the Company; in particular, you must have actually worked for at least 51% of the quarter. An employee who takes a leave of absence during a quarter and, consequently, actually works less than 51% of the quarter is not eligible for that quarter's bonus. Because our incentive bonus plan is intended to reward your contribution to the Company's success, employees who actually work more than 51%, but less than 75%, of the quarter will have their bonuses prorated to 63% of the bonus paid to employees who worked 75% (or more) of the quarter.
- Be a fully contributing performer in your role towards Microchip's success throughout the quarter: However, in cases where management have identified specific performance issues, either on an individual basis or group (BU) basis, then the Company reserves the right to apply an IPF (Individual Performance Factor) or BPF (Business Performance Factor), which will result in a reduction in the standard bonus that is being paid out for the quarter. The IPF/BPF factor is calculated in the form of a percentage.

For example, a 75% IPF/BPF would result in the quarterly bonus payment being reduced to 75% of the actual payout for the quarter. This process may also be repeated during subsequent quarters, if performance continues to remain below stated expectations, with modifications being applied to the level of reduction as appropriate.



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- Be a positive contributor to the Company's success; in particular, employees who have been on a Performance Improvement Plan (PIP) or Attendance Notice II (ANII) anytime during the quarter or as of the payout date are not eligible to receive incentive compensation for that period.

You are personally responsible for all taxation associated with this remuneration package.

You will also be eligible to participate in Microchip Technology (India) Pvt. Ltd.'s employee group benefit program. All of these benefits and enrollment periods will be explained to you after your joining the Company.

Gokul, the above summarizes the highlights of our employment offer. We feel you will make a vital difference in the overall success of our business and look forward to you joining the Microchip team.

Sincerely,

For Microchip Technology (India) Pvt. Ltd.

Sanjini Menon
Senior Manager – Human Resources



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Acceptance Agreement

I hereby accept this offer and its terms and conditions.

I understand that I must comply with all policies and procedures of the company including terms of employment.

I also understand that once I have accepted this offer of employment I will be subject to all conditions as may be specified by the company, including but not limited to penalties for breach of contract which lead to business losses for the company. Such penalties will be monetary in nature and will be settled by me fully, if there is such a breach of contract as determined by the company.

I hereby state that I have discussed and understood the above from the Human Resources department.

Signature

Date

My anticipated start date is _____

Please print below your full name appeared on the passport or any form of identification:



Appendix 1

UNDERTAKING WITH RESPECT TO
CONFIDENTIAL INFORMATION AND INVENTION ASSIGNMENT

THIS UNDERTAKING is made as of this ___ day of _____, by _____.

WHEREAS, I have entered into employment with Microchip Technology Inc. and/or any of its subsidiaries (the "Company") as of the date hereof;

NOW, THEREFORE, in consideration of my employment with the Company or its successor or assigns and the payment made to me by the Company, I hereby agree as follows:

I. Confidential Information.

- (a) Company Information. I agree at all times during the term of my employment and thereafter, to hold in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm or corporation without written authorization of the Board of Directors of the Company, any Confidential Information of the Company. I understand that "Confidential Information" means any Company proprietary information, technical data, trade secrets or know-how, including but not limited to, research, product plans, products, services, customer lists and customers (including, but not limited to, customers of the Company on whom I called or with whom I became acquainted during the term of my employment), markets, software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances or other business information. I further understand that Confidential Information does not include any of the foregoing items, which has become publicly known and made generally available through no wrongful act of mine or of others who were under confidentially obligations as to the item or items involved.
- (b) Former Employer Information. I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former employer or other person or entity and that I will not bring into the premises of the Company any unpublished document or proprietary information belonging to any such employer, person or entity unless consented to in writing by such employer, person or entity.
- (c) Third Party Information. I recognize that the Company has received and in the future will receive from third parties their confidential or proprietary information subject to a duty on the Company's part to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation or to use it



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unless that it is necessary to carry out my work for the Company consistent with the Company's agreement with such third party.

2. Inventions.

- (a) Inventions Retained and Licensed. I have made a statement to the Company regarding and attached hereto, as Exhibit A, a list describing, all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment with the Company (collectively referred to as "Prior Inventions") that belong to me, which relate to the Company's proposed business, products or research and development, and which are not assigned to the Company hereunder; or, if no statement is made or no such list is attached, it represents that there are no such Prior Inventions.

If in the course of my employment with the company, I incorporate into a Company product, process or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

- (b) Assignment of Inventions. If in the course of my employment with the company, the Company has ownership and is entitled to apply for patent in respect of all inventions, original works of authorship, developments, improvements, and trade secrets made as to finish the work assigned by the Company or made by utilizing the material and technology of the Company (collectively referred to as "Invention for Hire"). The Invention for Hire mainly falls under:

- i. invention made in the regular work;
- ii. invention made in the task assigned by the Company other than the regular work;
- iii. invention made by using the Company's material and technology.

The material and the technology of the Company referred to in the above shall mean such of the Company as the capital, equipment, the spare parts, the raw materials or any other technology data undisclosed to the public.

I agree that I will promptly make full written disclosure to the Company all data related to the Non-Service Invention which I may solely or jointly conceive or develop or reduce to practice, and will hold in trust for the sole right and benefit of the Company.

I hereby assign to the Company or its designee, all title and any other right and interest in and to any and all Not-for-Hire Inventions as mentioned in the above. The Not-for-Hire Invention shall refer to any or all original work recording the invention, development, concept, improvements and trade secret, whether or not patentable or registerable under copyright or similar laws.



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- (c) Maintenance of Records. I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the term of my employment with the Company. The records will be available to and remain the sole property of the Company at all times.
- (d) Patent and Copyright Registrations. I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any copyrights, patents or other intellectual property rights relating thereto in any and all countries, including the Disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, assignments and all other instruments which the company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copyrights, patents, or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, when it is in my power to do so, any such instrument or papers shall continue after the termination of the Undertaking.

If the Company is unable because of my mental or physical incapacity or for any other reason to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the company and its duly authorized officers and agents as my agent and attorney in fact, to act for and in my behalf and stead to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

3. Returning Company Documents.

I agree that, at the time of leaving the employ of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, equipment, other documents or property, or reproductions of any aforementioned items developed by my pursuant to my employment with the Company

or otherwise belonging to the Company, its successors or assigns. In the event of the termination of my employment, I agree to return to the Company everything that belongs to or shall be returned to the Company



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4. Notification of New Employer.

In the event that I leave the employment of the Company, I hereby promise to inform my new employer and grant consent to notification by the Company to my new employer about my rights and obligations under this Undertaking.

5. Solicitation of Employees.

I agree that for a period of twelve (12) months immediately following the termination of my relationship with the Company for any reason, whether with or without cause, I shall not either directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of the Company, either for myself or for any other person or entity.

6. Conflict of Interest Guideline.

I agree to diligently adhere to the Conflict of Interest Guidelines attached as Exhibit B hereto.

7. Representations.

I agree to execute any proper agreement or verify any proper document required to carry out the terms of this Undertaking. I represent that my performance of all the term of this Undertaking will not breach any agreement to keep in confidence or in trust proprietary information acquired by me prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written agreement in conflict herewith.

8. General Provisions.

This Undertaking shall constitute an indispensable part of the employment agreement entered into by the Company and the Employee.

Print Name of Employee: _____

Signature of Employee: _____



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EXHIBIT A

LIST OF PRIOR INVENTIONS

Date	Title	Identifying Number or Brief Description
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Print Name of Employee: _____

Signature of Employee: _____

Date: _____



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EXHIBIT B

CONFLICT OF INTEREST GUIDELINES

It is the policy of the Company to conduct its affairs in strict compliance with the letter and spirit of the law and to adhere to the highest principles of business ethics. Accordingly, all officers, employees and independent contractors must avoid activities which are in conflict, or give the appearance of being in conflict, with these principles and with the interests of the Company. The following are potentially compromising situations which must be avoided. Any exceptions must be reported to the President and written approval for continuation must be obtained.

1. Revealing confidential information to outsiders or misusing confidential information. Unauthorized divulging of information is a violation of this policy whether or not for personal gain or intention to cause harm to the Company. (The Employment, Confidential Information and Invention Assignment elaborate on this principle and is a binding agreement.)
2. Accepting or offering substantial gifts, excessive entertainment, favors or payments which may be deemed to constitute undue influence or otherwise be improper or embarrassing to the Company.
3. Participating in civic or professional organizations that might involve divulging confidential information of the Company.
4. Initiating or approving personnel actions affecting reward or punishment of employees or applicants where there is a family relationship or is or appears to be a personal or social involvements.
5. Initiating or approving any form of personal or social harassment of employees.
6. Investing or holding outside directorship in suppliers, customers, or competing companies, including financial speculations, where such investment or directorship might influence a decision or course of action of the Company in any manner.
7. Borrowing from or lending to employees, customers or suppliers.
8. Acquiring real estate of interest to the Company.
9. Improperly using or disclosing to the company any proprietary information or trade secrets of any former or concurrent employer or other person or entity with whom obligations of confidentiality exist.



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10. Unlawfully discussing prices, costs, customers, sales or markets with competing companies or their employees.
11. Making any unlawful agreement with distributors with respect to prices.
12. Improperly using or authorizing the use of any inventions which are the subject of patent claims of any other person or entity.
13. Engaging in any conduct which is not in the best interest of the Company.

I fully understand and acknowledge that each officer, employee and independent contractor must take every necessary action to ensure compliance with these guidelines and to bring problem areas to the attention of higher management for review. Violations of this conflict of interest policy may result in discharge without warning.

Print Name of Employee: _____

Signature of Employee: _____

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CATERPILLAR®

CAT INDIA ENGR SOLTNS PRVT

CONFIDENTIAL

Harini Ananthi K S
No.42, Thanakankulam 1st Street,
Mullai Nagar, Madurai, 625015

Dear Harini Ananthi,

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

OFFER OF APPOINTMENT

We are pleased to offer you employment with CAT INDIA ENGR SOLTNS PRVT (hereinafter referred to as "The Company") on the terms and conditions stated below. This offer of appointment with Company is contingent upon the successful completion of our recommended medical examination, background verification and verification of original certificates, to our satisfaction.

Position

You will be appointed in Compensation Grade 20.
Internal Designation: Associate Engineer

I. REMUNERATION

Your annual Cost to Company will be Rs.1,077,302. The components of the salary breakup appended below is presented on an annual basis.

Salary & Allowances

Basic Pay: Rs.383,232

Flexible Benefit Pay: Rs.468,364

Base Salary (Basic Pay + Flexible Benefit Pay) : Rs.851,616

Special Allowance: Rs.57,484

Total - A (Base Salary + Special Allowance): Rs.909,100

Retirement Benefits (Employer Contribution)

Provident Fund: Rs.45,988

Gratuity: Rs.18,434

Total - B: Rs.64,422

Variable Pay (Based on Company Performance & Guidelines)

Bonus Amount: Rs.8,400

STIP Amount (Estimated) on Base Salary: Rs.85,161

Provident Fund on Estimated STIP (Employer Contribution): Rs.10,219

Total - C:Rs.103,780

Total Cost to Company (A+B+C): Rs.1,077,302

All taxes and social security contributions will be deducted and passed to proper institutions by the Company, according to the applicable laws.

II. PROBATION

You will be on probation for a period of 6 (six) months from the date of your appointment. Based on your performance during such period, the Company may at its sole option extend your probation. Unless your employment is expressly confirmed by

the Company, you shall be deemed to be on probation.

III. BENEFITS

a. Bonus

Your annual bonus will be decided by the Company and will be paid as per the guidelines of the Company.

b. Short Term Incentive Payout

You will be extended the benefits of incentive compensation as per the guidelines of the Company stipulated from time to time. It is hereby clarified that the Short Term Incentive Payout is dependent on the Overall Corporate Results, Individual Business Unit Results and Employee's Performance. Company reserves the right to withdraw or reduce such payout solely at its discretion.

c. Gratuity

Upon completion of 5 (five) years of continuous service and at the time of retirement / cessation of employment, you will be eligible to gratuity payment as per the policies of the Company and any other statutory requirements as may be applicable from time to time.

d. Special Allowance

You will be eligible for Special Allowance amount equivalent to 15% of your monthly basic pay. Special Allowance would not be considered for any of the pay increase calculations. In case, if there is any government / company mandated pension benefits are announced, this amount would be adjusted against those benefits. The applicable personal income tax would be deducted on this as per the income tax rules.

e. Provident Fund

The Company and the employee will contribute into the Provident Fund in the manner legislated under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

f. Leave

You will be eligible for such privilege leave and medical leave and be subject to such leave policy as the Company stipulates from time to time.

g. Hospitalization

These benefits will apply to you, your spouse, dependent parents and dependent children up to an amount of Rs.300,000 (Rupees Three Lakhs Only) per annum as basic coverage and Rs.200,000 (Rupees Two Lakhs Only) under catastrophic illness coverage subject to a maximum over all coverage of Rs.5,00,000/- (Rupees Five Lakhs Only).

h. Term Life Insurance

You will be covered under the Term Life Insurance up to 36 (thirty six) times of your monthly base salary.

i. Group Personal Accident

You will be covered under the Group Personal Accident Insurance up to 36 (thirty six) times of your monthly base salary.

j. Other benefits

Based on your salary grade, you will continue to be eligible for benefits that are expressly stipulated by the company from time to time.

IV. RULES AND REGULATIONS OF SERVICE

You will abide and be governed by the standing orders/rules/circulars of the company and other applicable legislation which are currently in force and may be otherwise introduced/ altered or amended from time to time.

a. Working Hours

Your work week, office timings/shift timings will vary according to the business division that you are employed with and the same will be communicated to you from time to time. However, the working hours may be subject to change depending on the business requirements that may arise from time to time.

b. Public Holidays

Public Holidays as determined by the Company from time to time will be observed.

c. Improper Payments

You shall not while carrying out services for the Company, pay or agree to pay, directly or indirectly, any funds or provide anything of value to any employee, agent, sub-contractor or other official of any governmental or public entity, or any

consultant of such governmental or public entity, or to any official or candidate of any political party, for the purpose of directly or indirectly influencing the acts or decisions of such officials in relation to the performance of your services for the Company.

d. Prohibited Conduct and Sexual Harassment

You shall not indulge in any activity that may constitute unwelcome verbal, physical or visual conduct based on a person's membership in a protected class based on sex, color, race, religion, place of birth etc., Further, you shall not indulge in any unwelcome sexually determined behavior or conduct.

e. Confidential Information, Non-Competition, Intellectual Property and Electronic Communication Guidelines

Your obligation to the Company as regards treatment of its confidential information, non-competition and intellectual property shall be as per the undertaking attached as Annexure 2 to this Agreement. You shall abide by the Electronic Communication guidelines (or any modified version of the same) stipulated under Annexure 3 to this Agreement.

f. Travel

You agree that traveling to locations other than your base locations, including to places outside India may be required to perform your duties and you have no objections to the same. You shall whenever so required by the Company travel by land, sea or air as may be directed by the Company and in such case you shall be entitled to traveling expenses and such allowances as may be permissible under the rules of the Company for the time being in force and applicable to you.

g. Transfer

The Company reserves the right to transfer you from one job to another or from one division to another and the Company is under no obligation to obtain consent from you for such transfers.

h. Termination of Service During probation

The Company is entitled to terminate your employment without prior written notice, without assigning any reason. You would however have to give one month prior written notice, if you wish to resign from your employment, during your probation.

On Confirmation

i. Either party may terminate your appointment without assigning any reason, by issuing to the other, 1 month notice in writing or by paying 1 month salary in lieu thereof.

ii. The Company reserves the right to terminate your appointment at any time, without prior notice, should you be guilty of misdemeanor, misconduct, negligence, dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from the notice without notice, any breach of Caterpillar values in action or the terms and conditions of this Agreement.

i. Medical

Company may decide to terminate your employment based on valid medical advice that you have become physically/mentally incapacitated to such an extent that you are unable to deliver the responsibilities entrusted to you and medically not fit to continue the employment with the Company.

j. Remedy

In addition to any and all other remedies that may be available at law, in the event of any breach of the terms of employment, the Company shall have the right to an injunction or other equitable relief in any court of competent jurisdiction, enjoining any such breach, and you hereby waive any and all defenses that you may have on the ground of lack of jurisdiction or competence of the injunction or other equitable relief. The existence of this right shall not preclude any other rights and remedies at law or in equity which the Company may have.

k. Human Resources Policies and Procedures and Standing Orders

In addition to the terms and conditions contained in this Agreement, your employment is also subject to Human Resources policies and procedures that are stipulated and the standing orders (if applicable) that apply to the business division that you are employed with. The Company may, at its sole discretion, change such policies and procedures from time to time.

l. Caterpillar Inc.'s Policies and Procedures

You shall abide by such policies, procedures, guidelines and directions of Caterpillar Inc., (if any applicable to you) stipulated from time to time. The Company shall solely decide on the application of such policies, procedures, guidelines and directions to you.

m. Service Tenure

It is expressly clarified that this Agreement does not alter your date of employment mentioned in your letter of appointment and such date shall be considered for the purpose of reckoning your service weight age and for calculation of terminal benefits to be paid at the time of your resignation/retirement.

V. OTHER TERMS AND CONDITIONS

a. It is the responsibility of the employee to keep their personal contact information up to date with company and to notify duly any changes thereof. Additionally, you will also be required to update the company of changes in your civil or marital status.

- b. You will perform duties and exercise such powers as are entrusted to you from time to time by or on behalf of the Company. You will be expected to display high levels of initiative and efficiency in your work.
- c. You shall be responsible for all your actions to the Company and shall promptly and faithfully obey and observe such orders and directions as may from time to time be given to you by or on behalf of the Company.
- d. You will be retired from the services of the Company on your completing the age of 56 years, or such other retiring age the Company may decide.
- e. You shall study all literature in connection with your work in your spare time so as to keep your knowledge refreshed and up-to-date.
- f. Your salary details are strictly private and confidential, and we urge you to respect this value.

VI. EFFECTIVE DATE

This offer shall be effective from the date of your joining the company.

VII. REVIEW

THE, POLICIES, TERMS, RULES AND REGULATIONS OF SERVICE ARE SUBJECT TO REVIEW BY THE COMPANY FROM TIME TO TIME. THE COMPANY RESERVES THE RIGHT TO ALTER ANY OF THE ABOVE TERMS AND CONDITIONS AS AND WHEN IT DEEMS FIT TO FULFILL THE COMPANY'S OBJECTIVES. YOUR PRIOR CONSENT WOULD NOT BE NECESSARY TO MODIFY THE TERMS AND CONDITIONS OF YOUR EMPLOYMENT WITH THE COMPANY.

VIII. ENTIRETY

EXCEPT TO THE EXTENT EXPRESSLY SET FORTH HEREIN, THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES WITH RESPECT TO THE SUBJECT MATTER HEREOF TO THE EXCLUSION OF ALL OTHER UNDERSTANDINGS AND ASSURANCES, EITHER WRITTEN OR ORAL AND OVERRIDES ALL OTHER AGREEMENTS, ARRANGEMENTS, ORAL OR IN WRITING EXECUTED AND/OR IN OPERATION BETWEEN THE PARTIES PRIOR TO THE EFFECTIVE DATE OF THIS AGREEMENT.

IX. CONSENT

I HAVE READ THIS DOCUMENT CAREFULLY AND I UNDERSTAND AND ACCEPT THE OBLIGATIONS WHICH IT IMPOSES UPON ME AND ACKNOWLEDGE THE OBLIGATIONS WHICH I AM REQUIRED TO PERFORM UNDER THIS DOCUMENT. NO PROMISES OR REPRESENTATIONS HAVE BEEN MADE TO ME TO INDUCE ME TO SIGN THIS DOCUMENT. I SIGN THIS DOCUMENT VOLUNTARILY AND FREELY WITHOUT ANY COERCION.

Please sign and submit your acceptance signifying confirmation of your understanding and acceptance of the foregoing terms and conditions, within **ONE DAY** from the date of receipt of this offer.

This is a system generated document and does not require Company's stamp or any signatures to be considered valid. Once signed and returned by the recipient, this will constitute a valid acceptance, subject to just exceptions.

DocuSigned by:



3/28/2023

ANNEXURE 1

UNDERTAKING

In consideration of my employment or continued employment by **CAT INDIA ENGR SOLTNS PRVT**, a company organized under the laws of India (the "Company"), I agree that the following is applicable worldwide and agreed to by me voluntarily in connection with such employment by the Company (the "Agreement"):

1. Purpose of this Agreement.

I understand that the Company is engaged in a continuous program of research, development, manufacturing, production, marketing and sales in connection with Company's Business (as defined below) and that it is critical for the Company to preserve and protect its Confidential Information (as defined below), its Intellectual Property (as defined below), its Developments (as defined below) and its Intellectual Property Rights (as defined below). Accordingly, I enter into this Agreement as a condition of my employment or continued employment by the Company, whether or not I am expected to

have knowledge of or create such Confidential Information (as defined below), Intellectual Property (as defined below), Developments (as defined below) or Intellectual Property Rights for the Company.

2. Definitions.

"Affiliate" means: (i) any company, corporation, partnership or other business entity which is controlled or fifty percent (50%) or more owned, directly or indirectly, by the Company or which is fifty percent (50%) or more owned by any company, corporation, partnership or other business entity falling under item (ii) below; (ii) any company, corporation, partnership or other business entity that owns, directly or indirectly, fifty percent (50%) or more of the Company; and (iii) any individual or entity who has interests in, or relations with the Company. For purposes of this definition, "control" shall mean the possession, directly or indirectly, of power to direct or cause the direction of the management and policies of a business entity, whether through ownership of voting securities or otherwise.

"Intellectual Property or IP" means: any technology or information including, but not limited to, any ideas, discoveries, designs, apparatus, components, systems, specifications, algorithms, methods or processes, formulas, computer programs, techniques, improvements, compositions of matter, databases, mask works, trade secrets, any inventions (whether or not patentable), know-how, works of authorship (whether or not registered as copyrights), trade secrets, trademarks and domain names.

"Intellectual Property Rights or IP Rights" means: all patents, utility models, design rights and similar invention rights, registered and unregistered copyrights, trademark rights, trade secret rights, moral rights, mask work rights, domain name rights, know-how rights and any and all other similar intangible property rights, including all rights of exploitation, recognized anywhere in the world under any state or national statute or common law right in connection with the Intellectual Property.

3. Developments.

i. Disclosure.

I will promptly disclose to the Company any Intellectual Property and any improvements thereof ("Developments") conceived, created, or made by me either alone or jointly with others or about which I have knowledge of during the period of my employment, whether or not in the course of my employment, and whether or not such Developments may be, have been or will be protected under Intellectual Property Rights; provided that, such Developments:

relate to any business of the Company or its Affiliates; or relate to any actual or planned research and development of the Company or its Affiliates, or are suggested by or result from any task assigned to me or work performed by me for the Company or its Affiliates; or relate to the Company Confidential Information (as defined below) or the confidential information of its Affiliates.

3(i)(a)(b)(c) and (d) are collectively referred to as "Company's Business".

ii. Ownership.

I agree that all Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business will be the sole and exclusive property of the Company.

I acknowledge and agree that any copyrightable works prepared by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business are "works for hire" under the Copyright Act and that the Company will be considered the author of such copyrightable works and will be the sole and exclusive property of the Company.

iii. Assignment.

I hereby irrevocably transfer and assign to the Company any and all Intellectual Property Rights that I may have in or own with respect to any Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business.

In addition to the foregoing assignment of Intellectual Property Rights in Developments, I irrevocably transfer and assign any and all Moral Rights (as defined below) that I may have in or own with respect to any Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business. I also hereby forever waive and agree never to assert any and all Moral Rights that I may have in or own with respect of such Developments, even after termination or expiration of my employment by the Company. "Moral Rights" mean any rights to claim authorship of any Development, to object to or prevent the modification of any Development, or to withdraw from circulation or control the publication or distribution of any Development, and any similar right, existing under judicial or statutory law of any country in the world, or under any treaty, regardless of

whether or not such right is denominated or generally referred to as a "moral right".

I agree to assist the Company in every proper way to obtain for the Company any Intellectual Property Rights in and ownership to the Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business. Furthermore, I agree to assist the Company in every proper way to enforce such Intellectual Property Rights in such Developments in any and all countries.

I will execute any document that the Company may reasonably request for obtaining or enforcing such Intellectual Property Rights. My obligations under this paragraph will continue beyond the termination or expiration of my employment by the Company.

III. Prior Developments.

I have identified herein below in Section A or have attached herewith as Attachment No. 1, a complete list of all Developments to which I claim ownership and which I desire to remove from the operation of this Agreement, and I acknowledge and agree that such list is complete. If no such list is identified below or attached to this Agreement at the time of its execution, I represent that I have no such Developments.

4. Confidential Information.

i. Non-Disclosure and Nonuse

I understand that the Company has and continually develops and obtains valuable proprietary and confidential information concerning the Company's Business, business relationships and financial and other affairs (the "Company Confidential Information") which may become known to me in connection with my employment. By way of illustration, but not limitation, Company Confidential Information may include all types of financial, business, scientific, technical or engineering information, including, processes, methods, techniques, systems, formulas, drawings, photographs, software in any form, machine readable records, patterns, plans, models, devices, compilations, concepts, inventions (whether or not patentable), trade secrets, know-how, manufacturing procedures, research and development activities, product and marketing plans, organizational data, customer, dealer and supplier information, computer passwords, log-in ids, access codes, calling card numbers, information on or from the computer or telecommunication systems and any development thereof or related thereto, and other business or technical information disclosed to the Company or to me by Affiliates of a proprietary or confidential nature or under an obligation of confidence. Such Company Confidential Information may be contained in various media, including, without limitation, computer programs in object and/or source code, flow charts and other program documentation, manuals, plans, drawings, designs, technical specifications and literature, laboratory notebooks, supplier and customer lists, internal financial data and other documents and records of the Company.

Company Confidential Information shall not include information which (a) is or becomes generally known within the Company's or its Affiliate's industry through no act or fault of mine; (b) is known to me (without being derived from the Company or its Affiliates) at the time it is disclosed as evidenced by my written records at the time of disclosure and is without restriction on its use or disclosure; (c) is lawfully and in good faith made available to me by a third party who did not derive it from the Company or its Affiliates and who imposes no obligation of confidence on me.

I agree that I will not use, copy, publish or disclose the Company Confidential Information, except while I am employed by the Company in performance of my duties and only for the best interests of the Company in accordance with the policy of the Company and/or its Affiliates with respect to the protection of such Company Confidential Information. I will not use, copy or publish such Company Confidential Information for the benefit of myself or others, nor will I disclose it to others during or after my employment, unless specifically authorized to do so in writing by the Company. I agree that I will contact the Company's Legal Department if I have any questions as to whether any specific information constitutes Company Confidential Information. The Company expects all employees to comply with the obligations under this Agreement to maintain the confidentiality of the Company Confidential Information.

I acknowledge that all Company Confidential Information, whether or not in writing and whether or not labeled or identified as confidential or proprietary, is and shall remain owned by and the sole and exclusive property of the Company or the Affiliate providing such information to me or the Company. I agree that no license under patent or other intellectual property right or under any other law is granted or conveyed by reason of my knowledge or use of the Company Confidential Information.

The Company also expects all employees to comply with any obligations to maintain the confidentiality of trade secrets or other confidential or proprietary business or technical information received prior to joining the Company, including former employers, or from third parties during employment by the Company for which I owe a duty to keep such information in confidence under agreement or otherwise (the "Other Confidential Information"). Therefore, I will comply with all obligations to maintain the confidentiality of Other Confidential Information. I understand that the Company and its Affiliates do not desire to acquire from me any Other Confidential Information. Therefore, I agree that I will not improperly use, copy, or publish any

such Other Confidential Information nor will I disclose any such Other Confidential Information to the Company or its Affiliates. Furthermore, I will not use, copy, publish or disclose to the Company or its Affiliates such Other Confidential Information for the benefit of the Company or its Affiliates without the express written permission of the owner of such Other Confidential Information. I agree that I will contact the Company's Legal Department if I have any questions as to whether any specific information constitutes Other Confidential Information, the status of my obligations related to such Other Confidential Information or if I am asked to disclose such Other Confidential Information to the Company, its Affiliates or to third parties. I further agree that I will not acquire by any illegal means any Other Confidential Information. I agree that neither the Company nor its Affiliates takes responsibility for any liability, (Civil or Criminal) arising out of an improper or illegal disclosure of Other Confidential Information by me in breach of my duty to keep such information in confidence under agreement or otherwise.

Prior to my submitting or disclosing any material prepared by me for possible publication or dissemination outside the Company that incorporates Company's Business, either present or future, I agree to deliver a copy of such material to an officer of the Company for his or her review. Within twenty (20) days of such submission, the Company agrees to notify me whether the Company believes such material contains any Company Confidential Information, and I agree to make such deletions and revisions as are reasonably requested by the Company to protect such Company Confidential Information. I further agree to obtain the consent of the Company prior to any review of such material by persons outside the Company.

ii. Return of Property.

When my employment terminates or expires, or at any time upon Company's request, I will return to the Company all material in my possession or under my control pertaining to the Company Confidential Information. I acknowledge that because Company Confidential Information can have an unlimited life, it is reasonable that my related obligations under this Agreement be likewise unlimited in time and continue beyond termination or expiration of my employment. I acknowledge that the Company reserves the right to withhold my salary and other employment benefits on my failure to return the Company Confidential Information.

iii. Notification of New Employer.

In the event that I leave the employment of the Company, I hereby grant consent to the Company in order to allow the Company to notify my new employer about my rights and obligations under this Agreement.

iv. Restrictive Covenant.

I agree that during the period of my employment by the Company I will not, without the Company's prior written consent, engage in any employment or business activity that competes with Company's Business other than for the Company. I further agree that during the term of my employment with the Company and for a period of two (2) years thereafter, I also shall not solicit, or arrange to have any other person or entity solicit, any person or entity engaged by the Company as an employee, customer, supplier, dealer, consultant or advisor to the Company to terminate such party's relationship with the Company.

In view of the unique nature of the Company's Business and the need of the Company to maintain its competitive advantage in the industry, I agree and acknowledge that, in the event that I breach any covenant or obligation set forth herein, a court of competent jurisdiction shall enjoin me for any disclosure of Company Confidential Information and any other express obligation under this Agreement and may enjoin me for a minimum period of two (2) years following the issuance of such injunctive order from directly or indirectly, (i) engaging in, (ii) owning an interest in, (iii) being employed by, or consulting for, or acting as an advisor to, any person or entity which engages in, or (iv) otherwise participating in any way in, any activity which competes with the Company's Business.

v. Relief.

I acknowledge that the restrictions on the disclosure of Company Confidential Information contained herein are necessary for the protection of the Company's Business and goodwill of the Company and are reasonable for the purpose. I agree that any breach of this Agreement by me will cause irreparable damage to the Company and that in the event of such breach, the Company shall be entitled, in addition to monetary damages and to any other remedies available to the Company under this Agreement and at law, to equitable relief, including injunctive relief, and to payment by myself of all costs incurred by the Company in enforcing the provisions of this Agreement, including reasonable attorney's fees.

5. Name and Likeness Rights, Etc.

I hereby authorize the Company the right to use, reuse, and to grant others the right to use and reuse, my name, photograph, likeness (including caricature), voice and biographical information, and any reproduction or simulation thereof, in any media now known or hereafter developed (including but not limited to film, video and digital or other electronic media), both during and after my employment, for whatever purposes the Company deems necessary.

6. Obligations are part of Employment.

I recognize that all of the above obligations are and will be part of my normal duties and responsibilities and are and will be part of my consideration to the Company for salary or wages paid to and benefits received by me. I further understand that the obligations in this Agreement relate only to certain employment matters and this Agreement does not include a comprehensive list of my normal duties and responsibilities required by the Company.

7. No Conflicting Agreements.

I am not a party to any other agreement that conflicts with this Agreement, except as I have listed or identified herein below in Section 8 or have attached herewith as Attachment No. 2. If no such list is identified below or attached to this Agreement at the time of its execution, I represent that I am not a party to any such conflicting agreements at the time of executing this Agreement.

8. Severability.

If any provision of this Agreement is finally determined to be invalid under applicable law, then such provision shall be inapplicable and deemed omitted from this Agreement, but the remaining provisions shall be given full force and effect in accordance with the manifest intent hereof.

9. Governing Law.

I understand that although I may work for the Company outside India, I understand and agree that this Agreement will be governed, interpreted and enforced in accordance with the laws of India, without regard to or application of choice of law rules or principles. The Courts in Chennai shall have jurisdiction over any disputes arising under this Agreement.

10. Effective Date.

This Agreement shall take effect from the date of my employment.

11. Miscellaneous

No delay or omission by the Company in exercising any right under this Agreement will operate as a waiver of that or any other right. No waiver or consent given by the Company on any occasion will be construed as a bar to or continuing waiver or consent. In the event that any one or more of the provisions contained herein shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions of this Agreement, and all other provisions shall remain in full force and effect. If any of the provisions of this Agreement is held to be excessively broad, it shall be reformed and construed by limiting and reducing it so as to be enforceable to the maximum extent permitted by law.

This Agreement can only be modified by a written agreement executed by a duly authorized officer of the Company.

I HAVE READ THIS AGREEMENT CAREFULLY AND I UNDERSTAND AND ACCEPT THE OBLIGATIONS WHICH IT IMPOSES UPON ME WITHOUT RESERVATION. NO PROMISES OR REPRESENTATIONS HAVE BEEN MADE TO ME TO INDUCE ME TO SIGN THIS AGREEMENT. I SIGN THIS AGREEMENT VOLUNTARILY AND FREELY.

A. Prior Developments or intellectual property rights which are not part of this Agreement:

B. Other agreements that conflict with this Agreement:

DocuSigned by:

000070396110000

3/28/2023

ANNEXURE 2

ELECTRONIC COMMUNICATION GUIDELINES

Electronic communications - including any access to or exchange of data via e-mail, the Internet or Intranet, voice mail, or otherwise - are a vital and growing segment of our business communications. Users of these systems are responsible for the communications in which they engage and for the resulting Company's records that they create, send, forward or save - and for doing so only in accordance with these guidelines.

1. The electronic communication and information systems and related equipment (the Systems) are provided by and are the property of the Company, as is all information residing on or carried by these Systems. As a condition of your use

of the Systems, you acknowledge and agree that the Company may, at its discretion and for legitimate business purposes, inspect, use, or disclose your communications and related information without further notice. You should have no expectation of personal privacy associated with your use of the Systems.

2. Unauthorized access to the Systems is prohibited, and the Company takes reasonable precautions to secure the Systems from such access. Authorized users must exercise reasonable care to maintain the security of the Systems, including the use and management of required passwords. However, password protection is for the security of the Company and the Systems, and does not imply that communications are private or confidential to individuals.

3. The Systems are intended for the Company's business. You may not use the Systems for personal gain, for purposes not reasonably related to the conduct of the Company business, or in any manner that harms other individuals or the Company.

4. Use of the Systems should be businesslike, courteous, and civil, and must comply with laws and regulations such as those regulating trademarks, copyrighted material, threatening or obscene material, and confidential, proprietary, or trade secret information. Use that is harassing, discriminatory, defamatory, disruptive or offensive to others, illegal or criminal, or that involves obscene, vulgar, or sexually explicit content, is prohibited. Although your use of the Systems indicates your consent that the Company may, at its discretion, inspect, use, or disclose any resulting information, such inspection is not systematic or guaranteed. The Company depends upon users to report inappropriate, offensive, or illegal material to the Company's management.

5. Communications must clearly disclose the originator, sender, and intended recipient. If you receive a communication by mistake, you should stop reading as soon as you realize it was not meant for you and notify the sender or your system administrator immediately. It is impermissible, and may be illegal, to purposely read communications intended for another person without permission of that person or of the Company. If you forward a communication originated by someone else, do not make changes without clearly disclosing that you have done so.

6. Communications outside of the Company, for example, via the Internet, Electronic Data Interchanges, direct modem connections, or otherwise, often travel through systems not under the control of the Company, and **might be intercepted and misused**. Therefore, confidential information must not be communicated outside of the Company unless clearly marked as to its confidential status. Privileged information, such as communications between an attorney and client, must not be shared without prior Legal Services approval.

7. Marking communications as confidential does not necessarily protect them for disclosure or misuse, and the Company guidelines might require the use of encryption. However, encryption may be employed only where the Company has authorized its use and has been provided with all keys necessary for decryption. You may not intentionally encode or encrypt files to make them unreadable by authorized the Company representatives.

8. Use of the Systems creates records that can be difficult to eliminate. Communications or related information might be printed or saved and might exist on backup media or otherwise be retrievable from the Systems for indeterminate periods of time. Therefore, you should be aware that mere "deletion" of a communication does not ensure removal of it or of related information from the Systems. Consider this when drafting and sending communications.

9. Various other Company's policies, procedures, and practices apply to electronic communications and Systems. Examples include guidelines established by the Corporate Records Management Program, Corporate Information Services, Corporate Travel Services, Corporate Identity, and your facility and business unit. It is your responsibility to manage your electronic communications in accordance with all such direction.

Use of the Company's Systems is a privilege. Inappropriate use may result in disciplinary action, up to and including termination. In addition, failure to follow these guidelines could subject both Company and you, the individual user, to legal liabilities and embarrassment. You should report any misuse to your supervisor, your facility Human Resources or Information Services manager, or to Security.

DocuSigned by:

06047B099C1C4A2

3/28/2023

Ben

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May 1, 2023

Haripriyadharshini Jayamurugan
29/5, Keela Street
Sriviliputtur Tamil Nadu
626125

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear Haripriyadharshini Jayamurugan,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **TDP** at **salary grade 25**. Your work location shall be at Company's office located at **Noida Tower A**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **May 16, 2023**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post-employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above-mentioned date, are required for your employment with the company:

- (i) Highest Degree Certificate
- (ii) PAN Card OR Passport
- (iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post-employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post-employment background checks, this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and, if you have already commenced employment with the Company, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **180 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Noida Tower A**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the TDP and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.1,025,000.00, Rupees Ten Lakh Twenty Five Thousand Only**. Your cost to the Company (CTC) shall be **Rs.1,227,950.00, Rupees Twelve Lakh Twenty Seven Thousand Nine Hundred Fifty Only** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

DEFERRED SIGN-ON BONUS

You shall be entitled to a total sign on bonus of **Rs.222,000.00**. Amount of **Rs.75,000, Rupees Seventy Five Thousand Only** will be payable to you at the time of payment of your first salary and remaining amount of **Rs.147,000, Rupees One Lakh Forty Seven Thousand Only** will be paid to you post completion of 18 months of service. In the event, your employment with the Company is terminated either by you or by the Company for any reason whatsoever, prior to completion of 1 (one) year from the date of each pay out, you will be required to repay the Company amount of sign-on bonus due as on date of termination forthwith. In case the total sign-on bonus amount or part thereof is not repaid to the Company by you, Company reserves the right to settle it against your full and final settlement amount. Sign-on bonus shall be governed by the applicable Company policy.

*Withholding taxes as applicable would be deducted from the above.

RELOCATION

Relocation assistance shall be provided as per the Company's relocation policy for freshers. You shall be entitled to a relocation amount of **Rs. 50,000, Rupees Fifty Thousand Only**, subject to deduction of applicable taxes, which shall be payable at the time of payment of your first salary.

REWARDING RESULTS PLAN

You shall be eligible to participate in the Rewarding Results Plan in accordance with the terms and conditions of the Company, as amended from time to time. In this Rewarding Results Plan, you may be eligible to earn an annual performance-based incentive in addition to your basic salary. Your initial annual target incentive is 15% of the fixed salary. It is clarified that no payment under this plan is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year on the Company's discretion. Basis this, your annual incentive payout could range from 0%- 15% of the fixed salary. Any annual or other bonus payments are discretionary, non-binding and revocable for future years. Kindly refer to the rewarding results plan policy for any information regarding eligibility, payouts or any other terms and conditions associated with this plan.

The payment of all compensation and bonus / incentive, if any, shall be made in accordance with the relevant policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

By accepting this letter of appointment you authorize the Company to deduct from your remuneration on termination of employment (including salary, salary in lieu of notice, sign on bonus, notice pay out etc.) all debts owed by you to the Company or any of its group companies/associates or any fine imposed by the Company as a discretionary penalty pursuant to the Company's disciplinary procedure.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 90 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over-ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.**, We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

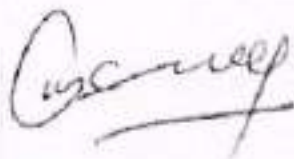
Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e-mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

Haripriyadharshini Jayamurugan, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**SM

For **Optum Global Solutions (India) Private Limited**



Sumek Gopal
Vice President - People Team

I accept this letter of appointment on the terms and conditions as described herein.

ACKNOWLEDGEMENT:

Haripriyadharshini Jayamurugan

Date: _____

Appendix 1

Employees shall be entitled to health, personal accident and life insurance benefits as per the Company's policy (over and above CTC)

- i. Gratuity shall be paid as per the Gratuity Act (over and above CTC)
- ii. Employees shall be eligible for provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
- iii. Employees shall be eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
- iv. No payment under the Rewarding Results Plan/ bonus is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year as per the Company discretion.
- v. Take home salary shall be net of provident fund & income tax deductions depending on your savings under various schemes. Also, the monthly take home shall be impacted depending on the reimbursements claims every month.
- vi. Leave travel allowance (LTA) shall be payable once in a year as governed by the internal policy of the Company.
- vii. In case of female employee, key maternity benefits as available under Maternity Benefit Act, 1961, read along with amendments/ state rules, as amended from time to time, are detailed out under the relevant Company's policy and same are further summarized under Appendix 1 of this letter for your reference.

You shall be entitled to avail maternity leave as per your eligibility*, as shown in the table below. The maternity leave is inclusive of weekly offs, and public and national holidays.

*Eligibility: All women employees who have worked for a minimum of 80 (eighty) days of service with the company in the period of twelve months immediately preceding the date of her expected delivery or child is handed over to the commissioning/adopting mother, or date of miscarriage/medical termination are eligible for paid maternity leave.

Types of Maternity Leaves - Leave Entitlement (in Weeks)

- i. Maternity Leave up to two (2) surviving children – 26
- ii. Maternity Leave in case of two (2) or more children – 12
- iii. Commissioning Mother – 12
- iv. Adopting Mother – 12
- v. Leave for miscarriage/medical termination – 6
- vi. Tubectomy Operation – 2

Additional Benefits:

In case the nature of work permits, the reporting manager at his/her own discretion may approve work from home option for you after the maternity leaves have exhausted. However, the duration has to be mutually agreed by you and your manager.

"You shall be entitled to avail crèche facility as per daycare benefit policy."

- viii. Company shall review and change the salary structure in case there is an impact to CTC due to any reasons, including but not limited to any change in law.

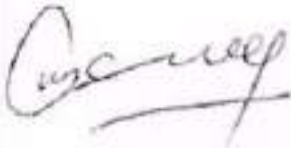
Appendix 2

Please come prepared with the following required documents (photocopies & originals) on your first day of joining:

- Highest Degree Certificate OR Highest Qualification Marksheet
- PAN CARD - In case you do not have PAN CARD, please apply for a PAN CARD and submit a copy of 'Acknowledgement of PAN CARD Application'
- Date of Birth Proof - Class Xth Certificate
- 6 passport size photographs
- Relieving letter / Experience letter for your immediate last employment – In case the relieving letter has not been issued as yet, kindly carry a copy of your resignation acceptance
- Copy of UAN CARD or FORM 11 (downloaded from EPFO portal) – This is applicable for the employees with prior work experience, if UAN has been issued by the previous employer
- Copy of AADHAAR CARD - In case you do not have AADHAAR, please apply for AADHAAR and submit a copy of 'Acknowledgement of AADHAAR Application'
- If monthly fixed salary is INR 21000 or less.
 - Cancelled Cheque Leaf

- Any document containing ESI Number e.g. payslip, ESI card etc., if you are already registered with ESIC.

Your employment with the Company shall be subject to submission of the above documents and required joining forms within 45 (forty five) days of your joining. The Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.

A handwritten signature in black ink, appearing to read "Anand", is written over a horizontal line.

Appendix 3

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

This appendix containing the Standard Terms and Conditions of employment is attached to the letter of appointment and shall be deemed to be an integral part thereof. Your employment is conditional upon your acceptance of the standard terms and conditions detailed herein.

1. CONFIDENTIALITY

1.1 The term "Confidential Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public/outside at large and that concerns the business, activities, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company, in any manner whatsoever, its employees, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company. You shall hold such Confidential Information in trust and confidence, and not disclose or divulge such Confidential Information to any other person or entity or use any such Confidential Information for your own benefit or benefit of any other party, unless so authorized by the Company or required to be so disclosed or divulged in the course of the proper execution of your duties. You agree to sign the "Confidentiality Agreement" in this regard, the terms of which shall form an inalienable part of this letter of appointment.

1.2 You undertake not to make copies or duplicates of any tangible Confidential Information or other sensitive property or materials of the Company, including but not limited to keys, access cards, diskettes, programs, photographs or such other proprietary information relating to the Company's business.

1.3 You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

1.4 You agree and confirm that the terms and conditions of this Section 1 shall survive the termination or discontinuation of your Services with the Company.

2. NON-SOLICITATION

You shall not, during the term of your employment and for a period of twelve (12) months immediately following any termination of such employment (regardless of whether such termination is voluntary or involuntary), directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity: (a) interfere with the Company's continuing relationships with its other employees, (b) disparage the Company with such other employees, (c) attempt to induce such other employees to leave their employment with the Company, (d) interfere with the Company's continuing relationships with its suppliers or customers, (e) disparage the Company with suppliers or customers, (f) sell, attempt to sell or solicit the sale of products competitive with those of the Company to the Company's customers, or (g) take any action to discourage or divert any suppliers or customers from doing business with the Company.

3. NON-COMPETITION

3.1 You agree that some restrictions on your activities during and after your employment are necessary to protect the goodwill and other legitimate interests of the Company. During your employment, you agree not to engage yourself for any outside business competitive with the Company. During the employment and for a period of one year after your employment terminates/expires (the "Restriction Period") with the Company, you undertake not to compete, directly or indirectly, with the Company in the Territory described below, whether as an employee, consultant, agent, partner, owner, investor, or otherwise. Specifically, but without limiting the foregoing, you agree not to engage in any manner in any activity that is directly or indirectly competitive or potentially competitive with the business of the Company as conducted or under consideration at any time during your employment. For purposes of this provision, the business of the Company shall include all services and products offered by the Company in any manner or under development, and your undertaking shall encompass all items, products, and services that may be used in substitution for the products. You acknowledge that the Company's business is global in scope and therefore the "Territory" referred to above shall include the entire world.

3.2 Notification Requirement: Until 6 (six) months after the period set forth in Section 3.1, you undertake to notify the Company in writing of any change in your address and of each new job or other business activity in which you plan to engage, at least 30 days prior to beginning such job or activity. Such notice shall state the name and address of any new employer and the nature of your position/designation.

4. INTELLECTUAL PROPERTY RIGHTS

You shall disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all times belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. If and when required by the Company, you shall at the Company's expense take out or apply for patents, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

You shall not use the name and/or logo of the Company for any purpose whatsoever nor shall you use any copyright, patent, trademark, trade name, registered design or any other like right vested in the Company except for performing services stipulated in the letter of appointment.

5. DISCIPLINARY ACTION PROCEDURE

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies.

6. COMPANY'S REGULATIONS/POLICIES

You shall abide and be bound by the Company's regulations/policies, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall also carry out and abide by any instruction, policies, 'house rules' and 'office orders' issued by the Company from time to time.

7. TERMINATION OF EMPLOYMENT

7.1 During Probation period either the Company or you may at any time terminate your employment with the Company, without cause, by giving in writing to the other party, 1 (one) months' notice or in lieu thereof a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition set forth in Section 7.6 below.

7.2 After completion of the Probation period, either the Company or you may at any time terminate your employment, without cause, by giving in writing to the other party, notice of 90 days or in lieu thereof a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice.

7.3 After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

7.4 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company or its subsidiaries or affiliates. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents/ property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

7.5 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in Section 3 of the letter of appointment, or to carry out no duties, and to instruct you not to communicate with clients, employees, agents or representatives of the Company until your employment has been terminated, provided that you shall continue to be paid and to enjoy normal contractual benefits during any such period, except in the case of suspension. You shall not be entitled to engage in any other employment, work or business during this notice period.

7.6 In addition to all the rights of the Company provided for in this agreement or in any other policies/regulations of the Company or under law, the Company may terminate your employment forthwith in any of the following circumstances:

- i. Breach by you of any of the terms of this letter of appointment ;Breach of any clauses of the Company's regulations/policies as referenced in Section 6 hereinabove;
- ii. Unauthorized absence beyond a period of seven consecutive days;
- iii. Inability to perform your duties beyond a period of thirty (30) days, whether on medical grounds or on any other grounds;
- iv. Physical or mental incapacitation to perform your duties;
- v. Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;
- vi. Commission of any act detrimental to the interests of the Company;
- vii. Commission of any act of moral turpitude;
- viii. Misconduct;
- ix. Commission of an act of insolvency;
- x. Conviction in any court of law for the commission of any crime; or
- xi. Your performance is continuously measured as below expectation.

Notwithstanding anything contained in Section 7.1, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub-clauses of clause 7.6 hereinabove.

8. REPRESENTATION

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non-competition or non-solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

9. INTERPRETATION

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or un-enforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

10. DISPUTES

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company and the decision made in pursuance thereof shall be binding on you and the Company.

11. WAIVER OF BREACH

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

12. EMPLOYEE PERSONAL INFORMATION

12.1. The Company understands that privacy of information is important to you. The Company does not sell or otherwise share personally identifiable information except as provided below.

12.2. You consent to the processing and use of your Personal Data held by the Company for legal, personnel, administrative and/or management purposes. You further consent to the transfer of your Personal Data to other members of the UnitedHealth Group and to other third parties including those who provide products or services to the Company (such as benefit providers, record maintenance and payroll administrators), legal counsel, regulatory authorities, potential or future employers and potential purchasers of the Company or the business in which you work provided that the transfer is for one of the purposes referred to above, even where the recipient of the data is located in a country or territory which does not maintain adequate data protection standards but where the Company has nevertheless installed reasonable technical safeguards to avoid unauthorized access.

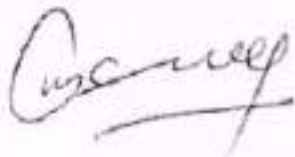
12.3. You further consent to your Personal Data being stored on a central database in the USA or wherever it may be located in the future, which is accessible by persons from the UnitedHealth Group and other third parties mentioned above in a number of different countries or territories, including countries and territories which do not maintain adequate data protection standards. For the purposes of this consent, "Personal Data" includes, but is not limited to: name, address and contact details, date of birth, marital status, educational background, employment application, history with the company, job title, areas of expertise, details of salary and benefits, social security number, bank details, performance appraisals, salary reviews, records relating to holiday and other leave, working time records, details of any shares of common stock or directorships of the Company or any other member of the UnitedHealth Group held by you, details of all stock options, phantom stock options, or any entitlement to shares of common stock of the Company or any other member of the UnitedHealth Group awarded, cancelled, exercised, vested, unvested or outstanding in your favor and other management records. Personal Data also includes Sensitive Personal Data relating to your health (including information in the employee medical questionnaire, records of sickness absence, medical certificates and reports).

13. OTHERS

13.1. You shall be bound by the Company's regulations/policies, and all other rules, instructions, and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Company's regulations/policies, rules, instructions, etc. were part of this letter of appointment. In case of any conflict between this letter of appointment and Company's regulations/policies, the terms and conditions herein shall override/prevail.

13.2. You shall inform the Company as soon as possible about any change in your residential address.

13.3. Survival: Section 1, 2, 3, 4 & 12.3 shall survive the termination of this letter of appointment.

A handwritten signature in cursive script, appearing to read "C. [unclear]", with a horizontal line underneath.

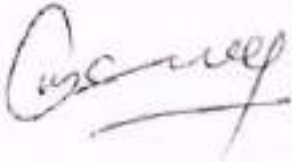
Appendix 4

I. RELOCATION ASSISTANCE

Relocation assistance applies to all freshers (Campus/Off-Campus) relocating from different cities in India to Optum Global Solutions (India) Private Limited work locations city, wherein such relocation benefit is agreed at the time of the hiring offer with the recruiter. Accordingly, a one time relocation assistance of INR 50,000 (fifty thousand only), subject to deduction of applicable taxes, shall be paid to such freshers. The relocation amount shall be paid along with the first salary payout.

For eligibility and relocation entitlement purposes, the "current" residence is defined as the fresher's permanent address on record. Relocation assistance benefits are applicable, when the move is more than 100 (hundred) kilometers from the fresher's current place of residence.

The Company considers relocation assistance expenses to be a valuable investment in the development of employees. Therefore, should the employee chose to voluntarily terminate employment with the Company during the 12 (twelve) month period immediately following the effective date of joining, or should the employee be terminated by the Company, the employee shall be required to repay the Company 100% of the relocation amount paid to employee immediately. This should be read in conjunction with the Company's separation policy. The repayment shall be due and payable to the Company immediately upon employee's voluntary/ involuntary termination. Relocation assistance shall be provided as per Company's relocation policy for freshers.

A handwritten signature in black ink, appearing to read "C. S. Meep", is written over a horizontal line.

Appendix 5

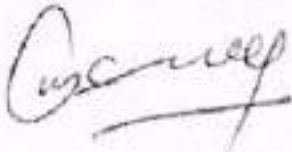
Your employment with the Company under this letter of appointment is subject to the fulfillment of following conditions:

1. Successful completion of the degree course that you are currently enrolled in.
2. Submission of a certified true copy of your Transcript of Records/Final Mark sheet/ Degree Certificate to the Company from your educational institution certifying that you have successfully completed the degree course by not later than **October 31, 2023**;

You understand and acknowledge that, you must successfully complete your degree course and submit a certified true copy of your transcript of records/final mark sheet certifying that you have successfully completed the degree course within the stipulated deadline to continue your employment with the Company.

You also understand and acknowledge that in addition to conditions/ grounds for the termination of employment enumerated in Clause 7 of the standard terms and conditions of employment (Appendix 3) of this letter of appointment, failure to successfully complete your degree course and submit a certified true copy of your Transcript of Records/Final Mark sheet certifying that you have successfully completed the degree course within the stipulated deadline shall constitute a valid condition/ ground for termination of your employment by the Company and/or grounds for the Company to impose disciplinary measures against you.

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President | People Team

I have read the contents of this Appendix 5 to the letter of appointment carefully and understand and accept the obligations which it imposes upon me without reservation. I sign the terms and contained herein voluntarily and freely.

ACKNOWLEDGEMENT:

Candidate Full Name:

Date:

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Date: 03 March 2023

Ref: 'i-exceed/HR/LOI/2023-34

Harni V
Madurai.

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Offer of Intent

Dear Harni,

Congratulations!

We are pleased to make you this offer of intent for the position of **Software Engineer –Trainee** in **Bangalore**. Upon your acceptance of this Offer and subject to you meeting all the applicable requirements under this Offer, we will share a detailed appointment letter, which will outline the specific employment terms and conditions. Your gross salary including Performance bonus and all other benefits will be **Rs. 4,66,676/- per annum**. Please note this Offer is not an offer or offer of employment or a legally binding contract of employment.

The contents of this Offer are strictly between you and i-exceed technology solutions pvt. ltd. Please treat this Offer and the contents hereof as personal and confidential.

This Offer is valid subject to you:

1. Not having more than 4 re-attempts during your B.E / B.Tech and securing an average of 65% and above across all semesters.
2. Passing the final year examination of B.E / B.Tech in the first attempt.
3. Securing 65% and above in SSC, HSC and /or Diploma.
4. Being found medically fit by an authorized doctor and authorizing no significant medical history.
5. Submitting all necessary documents at the time of joining.
6. Not more than 24 years of age as on 1st November, 2023.
7. Not having more than one year of academic gap.

If any information supplied by you in your application or during the selection process is found to be incorrect and/or false and/or you suppress material information regarding your qualification, experience or medical history, i-exceed technology solutions pvt. ltd. reserves the right to revoke this Offer of Intent without any notice.

This Offer is also contingent upon us working together to determine an appropriate start date for your employment.



Your employment will be governed by the rules, regulations and policies of the Company.

If the above stated terms are acceptable to you, kindly take a print, sign and send this Offer of Intent to us. If you require any additional information or clarification regarding the same please do not hesitate to contact us.

Looking forward to a long and fruitful association with you.

Yours Sincerely,
For i-exceed technology solutions private limited,

Vijaykrishnan R
Senior Vice President - HR

I have read and understood the terms and conditions of the above appointment order and I unconditionally accept the same without any reservations whatsoever.

Applicant's signature with date:

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05 Jun 2023

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai 625 015**Dear Harsh V Bhandari,**

Sahaj AI Software Pvt. Ltd. ("Sahaj") is pleased to offer you a position as Solution Consultant in our Chennai, India office, starting **05 Jun 2023** (Monday), as per the compensation, detailed out in **Schedule 1**, attached hereto.

Sahaj is a congregation of diverse set of people and offers a professional work environment for experiential learning. At Sahaj, you are likely to have the responsibility of relating and connecting with stakeholders – clients, partners, co-learners, society, and the eco-system – to create meaningful solutions for their complex problems.

Sahaj works with a variety of clients and projects, and therefore, you are likely to have varying responsibilities working with different teams as per the need, which includes being at our office or at any of our client offices, both within and outside India. While we will always try our best to honour your preferences as much as possible, it will be governed as per the needs of the company.

We are confident that you will find your time with Sahaj both personally and professionally rewarding and that you will make a substantial contribution to the success of the company.

The terms of your employment with Sahaj are as follows:

Hours of Work

The standard working week is Monday through Friday with a minimum of 40 hours each week. However, you will be expected to work such times and hours as are necessary for the satisfactory performance of your duties.

Confidentiality

At the time of joining, you will be required to sign a confidentiality agreement as a condition of your employment.

References

This offer of employment is subject to satisfactory references being obtained from your current/past employer.

BENGALURU, CHENNAI, PUNE, HYDERABAD

Sahaj AI Software Pvt. Ltd., No.365, Sulochana Building, 3rd Floor, 1st Cross Road, Koramangala 3rd Block, Bengaluru, Karnataka 560034. T: +91 80 6158 0030, +91 80 6158 0031 E: contact@sahaj.ai W: www.sahaj.ai

CIN: U72900KA2020PTC142044

Termination

This employment agreement may be terminated by Sahaj or by you at any time

- Either party may terminate employment with four weeks of notice. Sahaj may choose to pay four weeks of Gross Salary in lieu of notice.
- Any violation of the Company Policies and Procedures can result in disciplinary action being taken against you that may result in forthwith termination of your employment with or without compensation.

Further terms and conditions

In addition to the terms contained herein, your appointment and employment with Sahaj may be subject to such other additional terms and conditions as may be communicated to you from time to time. Notice of these additional terms and conditions may be conveyed to you either orally or in writing.

Sahaj is committed to invoke the best in its members. This is achieved by providing a wide variety of challenging projects. To those, prepared to meet the challenges, it offers both financial rewards and the opportunity to grow in their careers.

Please indicate your acceptance of the terms and conditions contained in this offer letter by signing the enclosed copy and returning it to me at your earliest convenience. The offer is held open until the above-mentioned start day.

I look forward to hearing from you and to a mutually beneficial and exciting association.

Yours Sincerely,

**Rohit Bansal**

Director, Sahaj AI Software Pvt. Ltd.

The terms and conditions of the offer letter are acceptable to Harsh V Bhandari.

Signature: Harsh V

Address: Bengaluru

Date: 5 June 2023

BENGALURU, CHENNAI, PUNE, HYDERABAD

Sahaj AI Software Pvt. Ltd., No.365, Sulochana Building, 3rd Floor, 1st Cross Road, Karamangola 3rd Block, Bengaluru, Karnataka 560034. T: +91 80 6158 0030, +91 80 6158 0031 E: contact@sahaj.ai W: www.sahaj.ai

CIN: U72900KA2020PTC142044

Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

Schedule 1

Compensation and Benefit components - Harsh V Bhandari.

COMPENSATION BREAK UP	
Basic	4,80,000
Flexible*	7,20,000
Gross Salary	12,00,000
Provident Fund (Sahaj contribution)	57,600
Gratuity**	23,077
National Pension Scheme (optional)***	24,000
CTC	13,04,677
BENEFITS BREAK UP	
Medical Cover	Rs 3,00,000 cover for you and dependants
Life Insurance Cover	Upto 5x of CTC
Food	Meals and snacks are provided

* Flexible includes allowances (HRA and LTA)
 ** Gratuity is payable after 2 years of continuous work
 *** Sahaj matches employee contribution up to 5% of Basic

22 June 2023

Dear Harshitha Kutty Raguath,


Dr. G.K. Kavya
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

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Letter of Intent

Congratulations! It is with great pleasure that we welcome you to join AstraZeneca India Pvt. Ltd., ("AZIPL") as "Graduate Trainee" on "07 July 2023" at our Global Technology Centre at Chennai.

The terms and conditions of your appointment are as per Annexure - I. The details on the salary are given in Annexure - II.

If you have any queries or require any further information, please do not hesitate to contact the Human Resources Department. The appointment letter will be given to you on the day of joining.

May we take this opportunity of wishing you a successful association with AstraZeneca India.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian
Talent Acquisition Lead
for AstraZeneca India Private Limited

Date signed: Jun 24, 2023

ANNEXURE I

TERMS AND CONDITIONS OF THE EMPLOYMENT OFFER MADE TO

Probation: Effective your date of joining, you will be on probation in the above position for six months, which could be extended at the discretion of the Management.

During the period of probation each of the parties can terminate this at any time and for any reason and by giving thirty days' notice.

Hours of Work: The working hours of AZ Chennai is between 9.00 AM and 6.00 PM. The normal hours to be worked are 40 hours in a given week (excluding 1 hour for break every day). Subject to the work requirements of your function you might be required to work on shifts in agreement with your line manager and there could be a slight flexibility in the working hours.

Leave: You are entitled to 22 days of Earned leave (EL), 12 days of Casual Leave (CL) and Sick Leave (SL) as per the leave policy of AZIPL, as may be amended from time to time.

Relocation: Relocation expenses will be borne by the company. All expenses will be governed by the entitlement as per the relocation policy, as may be amended from time to time. Employees relocating must take necessary approval from the Talent Acquisition SPOC.

In the case of employee failing to serve the company for a minimum period of one year from the date of joining the relocation allowance paid will be recovered in full.

Transportation: Employees are entitled for company transport as per transport policy, as may be amended from time to time.

Background Checks: Your appointment is subject to the background check clearance in all aspects. Any discrepancies in the background check will lead to withdrawal of the offer or termination of employment.

Confidentiality: You are requested to maintain confidentiality on all aspects of the letter at all times. Sharing of confidential information will result in withdrawal of your offer letter.

Subsequent Changes: If there are any changes, subsequently, to the terms and conditions of your employment, they will be notified to you by letter or by a notice posted on the notice board, which forms part of the conditions of this offer letter.

We look forward to having you on board at AstraZeneca.

Please note that this Offer Letter is being made on the information furnished by you. However, if any discrepancy is found in the above documents given by you as proof in support of the information provided by you, the Company reserves the right to revoke this appointment/offer.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian

Talent Acquisition Lead

For AstraZeneca India Private Limited

Date signed: Jun 24, 2023

I hereby accept the above mentioned terms and conditions

AstraZeneca

PLACE: CHENNAI

DATE: Jun 25, 2023

SIGNATURE: *[Handwritten Signature]*

Annexure II
Financial & Benefits Details

QR

Name: Harshithas Kutty Ragnath
Designation: Graduate Trainee
Career Level: B3

PARTICULARS

SALARY DETAILS

Basic: INR 180,000
HRA: INR 90,000
Personal Pay: INR155,000 *** (Flexible benefits linked)
Telephone Reimbursement: 30,000
Books & Periodicals Reimbursement: 24,000
Professional Pursuit Reimbursement: 30,000
Food Voucher: 13,200
Leave Travel Reimbursement: 40,000
Car lease**** Capped at Personal Pay Limit
Fuel Reimbursement****1,20,000
Driver Allowance****1,80,000
ANNUAL BASE SALARY: INR 425,000

RETIREMENT BENEFITS PER ANNUM

PF: INR 21,600
Gratuity: INR 8,658
ANNUAL COST: INR 455,258

VARIABLE PERFORMANCE BONUS*: INR 42,500

TOTAL COST: INR 497,758

PREMIUM ON MEDICAL SCHEMES**

Group Medical Insurance Premium: INR 53,114
Group Personal Accident Premium: INR 1,422
Group Life Insurance Premium: INR 5,819
Employees Deposit Linked Insurance Premium: INR 900

COST TO COMPANY: INR 559,013

**Variable performance bonus is based on individual's performance and company's performance*

***Group Medical Insurance Hospitalization Benefits: Up to Rs. 5,00,000/- for a family of six, including self, spouse, two children and dependent parents or in-laws. Accident and Life Insurance coverage as per Company Policy, details would be provided on joining.*

**** Flexible Benefits Linked Personal Pay gives you the option of maximizing your tax savings. You would be provided with the option of allocating your Personal Pay into Telephone Reimbursement, Books and Periodicals Reimbursement, Professional Pursuit Reimbursement, Food Voucher and Leave Travel Reimbursement and Operating Car Lease subject to maximum limits as defined by AstraZeneca.*

***** Applicable for grade E and above.*

Further, you would be required to furnish proof of the expenses in respect of which you are claiming the reimbursement for which there is a tax benefit. In the event you are unable to utilize the maximum benefit made available to you under this category, the remaining amount will be taxed as per applicable laws.

AstraZeneca shall be entitled to make any changes to the Flexible Benefits Linked Personal Pay in order to be compliant with applicable laws.

EMPLOYMENT OFFER LETTER


Dr. G.K. Raajesh
Placement Officer
Vignansar College of Engineering

Cappemini Ref: 79204461737758

11/29/2023
Hithayathun Mihma Jalal

892F/13A Gandhi Nagar S M Nagar Melur
Madurai, Tamil Nadu
India

Confidential

Dear Hithayathun Mihma Jalal,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Cappemini Technology Services India Limited** ("Cappemini" or "Company") starting from **12/29/2023** (or such other date as may be communicated to you by the Company) as per details given below.

- A) Your current designation will be **Analyst/A4**
- B) You will be required to work at the Company's offices in **Chennai**.
- C) You have to report by 9:00 A.M. at **Chennai** office to complete your on-boarding and joining formalities. In this regard, you may contact security at the main gate for your entry pass at

Address
Cappemini Technology Services India Limited, Spicet IT Park,
Old Mahatmaipuram Road, Srushti, Chennai - 600100, Tamil Nadu

Please note that your name mentioned in the offer letter will be used to create your employee records in Cappemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name, please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 400,010.00 (Rupees Four Lakh And Ten Only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowance as applicable to you. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

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


 Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

Analyst

Total Cost to Company (CTC):

Rs. 400,010.00

Monthly Components	Per Month	Annualized
Basic	Rs. 21,200.00	Rs. 254,400.00
House Rent Allowance	Rs. 7,636.00	Rs. 91,632.00
Gross monthly salary	Rs. 28,836.00	Rs. 346,032.00
Employer's contribution to PF *	Rs. 2,544.00	Rs. 30,528.00
Gratuity (accrual only)		Rs. 12,240.00
Total Fixed Compensation		Rs. 388,000.00
Total Cash Compensation		Rs. 388,000.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs. 11,210.00
Total Cost to Company		Rs. 400,010.00

Notes:

1. The payroll processing will be as per Company policy notified from time to time.
2. For claiming tax benefit in case of admissible allowances and reimbursements (e.g. Leave Travel Assistance, Vehicle and Driver Reimbursement etc.) you will have to submit supporting (Bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
3. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.
4. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.
- ** These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes / modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes/ modification to statutory payment.
- * Employee's contribution towards PF will be made from the monthly salary as defined by Law. The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.

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

1. **Provident Fund**- You will be covered under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and the Schemes framed thereunder. Under the provisions of the abovementioned Act, You and the Company will contribute towards PF as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above mentioned compensation.

Note: In the event you are not citizen of India, International Worker (IW) or Diverse Citizen of India (DCI), your PF contribution as mentioned above shall be remitted as stipulated by the Government of India from time-to-time.

2. **Gratuity**- Gratuity shall be paid as per the Payment of Gratuity Act, 1972.

NOTE

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

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

1. **Group Medical Insurance**- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.
2. **Group Personal Accident Insurance**- You shall be covered under the Personal Accident Insurance Policy held by the Company.
3. **Group Term Life Insurance**- You shall also be covered under the Group Term Life Insurance Policy held by the Company.
4. **Transport Facility**- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.
5. **Annual Leave/Public Holidays**- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

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

G.) You shall be eligible for following additional one-time payout:

- **Special Incentive** You shall be eligible for one-time incentive of **INR 25,000.00 (Rupees Twenty Five Thousand Only)** post completion of one year of service from your date of joining with the Company. This payment will be made to you in the subsequent payroll cycle post completion of one year and will fully taxable. However, in the event that you are not an active employee of the Company (i.e. terminated or you resign from employment or for any other reason) post completion of one year but before the disbursement of one-time incentive, you shall not be entitled for this one-time incentive paid.

H.) Probationary Period:

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

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

J.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:
 - a. You will submit relevant documents as mandated by the Company.
 - b. You obtain requisite certification or complete mandated assessments which are basic for offering you employment opportunity with the Company.
 - c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless, you must submit a clear discharge and/or relieving letter within forty-five (45) days of joining the Company.
 - d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
 - e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.
 - f. You provide two satisfactory references, one being from your most recent employer (prior to joining Capgemini)
 - g. Your background verification check (including address, academics, employment, criminal etc. as applicable) conducted by the Company is clear, and
 - h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.
 - i. If you are a IWT/OCI your employment with the Company is subject and cotermineous to valid employment VISA/ employment permit as applicable (conditions, tenure and other terms as may be applicable) for the purpose of employment during your term of employment with the Company. You are required to fulfil all the compliance pertaining to the same including but not limited to the compliances with FRRO and intimate the Company within 2 working days.
 - j. Your employment shall be subjected to the below-mentioned additional terms and conditions:
 - a. You should clear the final degree examination and submit your Highest Degree/Provisional Certificate/Consolidated marksheet and/or Final year Mark sheet, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by 02/27/2024 (for current year pass outs), our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - b. You will be required to clear, if applicable, the mandatory Entry Level Certification Training Test ("Test") of the Company in the first attempt. In case the Test is applicable, the details of the mandatory certification and the test will be communicated to you upon your joining the Company, if you do not successfully clear such Test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - k. That you have obtained / scored a minimum percentile in all semesters of your graduation course, as per the eligibility criteria specified to you during the hiring process.
 - l. You will join our Fresher training if applicable to you and for successful completion of training you will be evaluated upon defined parameters and will be required to score a minimum percentage. Details pertaining to fresher training will be provided to you separately at the time of on-boarding.
2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, fabricated or forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

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

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

At Caggemini, one of our goals is to afford all our people the opportunity to pursue their careers, to achieve their personal best, and to balance their personal and professional goals. Caggemini values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As a token of your acceptance of our offer of employment with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen (15) days from the date of this letter. Our offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Employment Offer Letter.

For Caggemini Technology Services India Limited



Saji Mathew

Head - Talent Acquisition

Acceptance


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

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

Name: **Hidayathun Nihma Jaleel**

Date: **11/29/2023**

LISTC028

37
31 May 2023Ishwarya S
Chennai
Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear Ishwarya S,

We are delighted to make you this offer for appointment as **Software Analyst** at level L05 in our team at Lister Technologies Pvt. Ltd ("Company") a fully owned company of Bounteous Inc.. This offer is valid as per our understanding that you will join Lister Technologies Pvt. Ltd. on or before **31 May 2023**. Under the terms of this offer:

Total Compensation: Your annual salary will be **INR 1,000,000/- (Rupees Ten Lakh Only)**. Your Compensation will be inclusive of annual benefits such as the company's contribution to Provident Fund. As a regular full time employee, you are eligible to participate in the benefit package offered by the company's prevailing employee policy and practices. All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding and payroll taxes. The continuation of your employment is subject to the condition that you pass all the exams conducted by your university and submit all the necessary proofs for successful completion of your final semester examination on or before 31 October 2023. In case you have not passed all exams, this offer for full time employment with Lister Technologies Private Limited shall be null and void, effective (i) date of results being published or (ii) 31 October 2023, whichever is earlier.


- **Focal Review/Appraisal:** Performance reviews will be done on a periodic basis. Salary reviews and increments are done on annual basis, where the salary increase will be done by April for associates whose joining date falls between January to June. Salary increment will be done by October for associates whose joining date falls between from July to December.
- **Tax:** It is your continuous responsibility to meet all requirements under Indian tax laws including tax compliance and filing of personal tax returns in respect of all payments paid to you under this letter. Taxes on any payment made under this letter will be borne by you. The Company shall deduct tax at source and any payments under this letter that require such deduction to be made by the employer in accordance with the Indian tax laws. If you have been previously employed, it is your responsibility to disclose the total income received from all your previous employers during the respective financial year for consideration and deduction of tax. In the absence of such disclosure, the Company shall only deduct tax based on the income that you receive from the Company.
- **Leave:** All full-time employees will be eligible for 36 days of paid leave in a calendar year (January to December). You will be eligible for 12 days of earned / vacation leave, 12 sick Leave and 12 days of casual leave. For new joiners, leaves will be credited on pro rata basis. Other leave benefits include Maternity leave of 6 months, Paternity leave of 7 days. Please refer the Leave Policy for more details after you join Lister Technologies.
- Lister Technologies Pvt. Ltd has extended this offer to you based upon your educational qualifications, technical / general knowledge, experience with other Employer(s), skills and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other confidential information. As a condition of employment at Lister, you agree not to disclose or use confidential or proprietary information or any trade secrets of any current or previous employer. In this regard, you should be extremely careful not to bring to Lister any documents or other materials in tangible form belonging to or acquired from any current or previous employer. You will need to sign the Company's Non-disclosure Agreement as a condition of your employment on

the day of joining. Also, you represent that you are not subject to any restrictions that prevent you from working for Lister.

- Lister is committed to protect the quality and integrity of your personally identifiable information (PII and SPII). As an employee of Lister, you reserve the right to review/withdraw any personally identifiable information during the course of your employment. Employee Personal Data will be collected for specified, explicit, and legitimate purposes, and will not be further processed in a manner that is incompatible with those purposes.
- **Notice Period:** The notice period as per this contract shall be 60 days by either party. Notice period waiver or Notice period buyout shall not be encouraged under any circumstances. However in the rare event of either party wishing to proceed with early relieving; gross salary in lieu of notice will be recovered. Notice period waiver will be granted at the management discretion. The Company reserves the right to terminate your service at any time without notice should you be found guilty of misdemeanor, misconduct, negligence or any breach of the terms and conditions of this agreement. You are not entitled for any leave during Notice Period. In the event of leave during Notice Period, he/she is expected to extend the notice period to compensate the no. of leaves taken with prior approval from your Manager and HR.
- During the period of your employment, you will be governed by the prevailing employee handbook of your site, Lister's operating policies and procedures, notices and new regulations as there may be, which are issued and or amended with cause, from time to time.
- **Outside Activities:** While you render services to the Company, you will not engage in any other gainful employment, business, and activity without the written consent of the Company or act in any manner detrimental to the interest of the company.
- This offer is subject to background verification through a verification agency. Any false information provided is subject to termination of employment without any compensation. Please bring copies of your degree certificates and your service certificate at the time of your joining.

This offer letter captures all details (without any omissions) pertaining to compensation and designation that were discussed by the HR representative during the offer negotiation.

Yours Sincerely,


Vijayakumar Dilli
Vice President – Human Resources

Received & Accepted

Ishwarya S
Software Analyst

SALARY BREAK-UP

Name : Ishwarya S
 Designation : Software Analyst
 Date of Joining : 31 May 2023

Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

S. No	COMPONENTS	MONTHLY	ANNUAL
1	Basic	33,333	400,000
2	House Rent Allowance (HRA)	16,667	200,000
3	Special Allowance	21,897	262,760
4	Company's contribution to PF	4,000	48,000
5	Company's contribution to Gratuity	1,603	19,240
6	Conveyance	4,167	50,000
7	Company's contribution to Medical Insurance	1,667	20,000
	Total Compensation (in Rupees)	83,334	1,000,000

Confidentiality: Your compensation details are strictly confidential. You are entitled to discuss your compensation related queries only with the undersigned or with your HR point of contact in Lister. Any discussion or disclosure of your compensation related information with external parties will be considered as breach of the employment agreement with Lister. This may lead to withdrawal of this offer.

If you have any questions concerning this offer of employment, please feel free to contact the undersigned.

Ishwarya S, we are pleased and excited to have you as part of Lister Family and are eagerly looking forward to a challenging and rewarding association.

For Lister Technologies Pvt. Ltd.,

Acknowledged, Agreed and Accepted by:

Vijayakumar Dilli

 Vijayakumar Dilli
 Vice President - Human Resources

Ishwarya S

 Ishwarya S
 Software Analyst



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GO

Date: 22.04.2023

M.Kamalakkannan
C/o The Placement Officer,
Thiagarajar College of Engineering,
Madurai – 625015
Email: placement @tce.edu

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Subject: - Graduate Engineer Trainee (GET)-Offer Letter

Dear Mr. **M.Kamalakkannan**,

We are pleased to confirm your acceptance of an GET Trainee as **Electronics Engineer Trainee**. In this role you will work out of our business office Located in Bangalore.

Your duration of this training will be one year. After which evaluated on based upon merit you win taken on the permanent rolls of the company.

Compensation Structure: Your gross annual compensation on Cost to Company (CTC) basis, subject to taxes, will be **4.5 LPA**. The CTC will be split in accordance with the break-up given in the Table below. It will be subject to review each year.

All deductions will be made from the CTC e.g., like PF & Other statutory. The details are given hereunder.

Heads of Salary	Per Month (In Rs.)	Per Annum (In Rs.)
Basic Salary	23173/-	278070/-
House Rent Allowance	12478/-	149730/-
Total Gross	35650/-	427800-
Total CTC	37500/-	450000/-

Your employment with the Company will be governed by the terms and conditions in the Letter of Appointment and related agreements, which will be issued on your joining the employment of the Company. The Company reserves the right to conduct background investigations and/or reference checks on all of its potential employees. Your job offer therefore, is contingent upon receipt of reports that are satisfactory to the Company regarding such background investigation and/or reference checks.

LML Emotion Pvt. Ltd.

REGISTERED OFFICE: 57A, Hartron Complex, Electronic City, Phase IV, Sec-18, Udyog Vihar, Gurgaon- 122015, INDIA.
CIN : U34300HR2021PTC099098E | Email : info@lmlemotion.com | Board Line No.: +91124005012

LML EV Pte. Ltd.

GLOBAL HQ: 105 The Octagon, #07-02 Cecil Street, Singapore, Zip Code- 069534.

Board Line No.: +6531351311

Page 1 of 2



If this offer is acceptable to you, you are requested to return to us a copy of this offer letter signed by you, in token of your acceptance. Your date of joining is on or before 14th May 2023.

We are confident that you will enjoy a successful career with LML Emotion Pvt Ltd., and We look forward to having you as a part of our senior team. If you have any questions concerning this offer, or the position, please feel free to contact us at +91 7290039242.

Sincerely,

Arjun Ojha

HR Manager

LML Emotion Private Limited

Gurgaon

Acceptance

M.Kamalakkannan

Date:

LML Emotion Pvt. Ltd.

REGISTERED OFFICE: 57A, Harton Complex, Electronic City, Phase IV, Sec-18, Udyog Vihar, Gurgaon- 122015, INDIA.
ON : U34300HR2021PTC099098 | Email : info@lmlemotion.com | Board Line No.: +91124005012

LML EV Pte. Ltd.

GLOBAL HQ: 105 The Octagon, #07-02 Cecil Street, Singapore, Zip Code- 069534. Page 2 of 2
Board Line No.: +6531351311



Dr. G.K. Raajesh
Placement Officer
Thiagarajar
Marina

AstraZeneca India Private Limited,
Block A, Neville Tower, 13th Floor, Ramalingam
IT SEZ, Taramani, Chennai - 600113,
Tamil Nadu, India.
Telephone: +9144 40461800
astraZeneca.com

22 June 2023

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Dear Kanmani Kaviyarasu,

Letter of Intent

Congratulations! It is with great pleasure that we welcome you to join AstraZeneca India Pvt. Ltd., ("AZIPL") as "Graduate Trainee" on "07 July 2023" at our Global Technology Centre at Chennai.

The terms and conditions of your appointment are as per Annexure - I. The details on the salary are given in Annexure - II.

If you have any queries or require any further information, please do not hesitate to contact the Human Resources Department. The appointment letter will be given to you on the day of joining.

May we take this opportunity of wishing you a successful association with AstraZeneca India.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian
Talent Acquisition Lead
for AstraZeneca India Private Limited

Date signed: Jun 24, 2023

ANNEXURE I

TERMS AND CONDITIONS OF THE EMPLOYMENT OFFER MADE TO

Probation: Effective your date of joining, you will be on probation in the above position for six months, which could be extended at the discretion of the Management.

During the period of probation each of the parties can terminate this at any time and for any reason and by giving thirty days' notice.

Hours of Work: The working hours of AZ Chennai is between 9.00 AM and 6.00 PM. The normal hours to be worked are 40 hours in a given week (excluding 1 hour for break every day). Subject to the work requirements of your function you might be required to work on shifts in agreement with your line manager and there could be a slight flexibility in the working hours.

Leave: You are entitled to 22 days of Earned leave (EL), 12 days of Casual Leave (CL) and Sick Leave (SL) as per the leave policy of AZIPL, as may be amended from time to time.

Relocation: Relocation expenses will be borne by the company. All expenses will be governed by the entitlement as per the relocation policy, as may be amended from time to time. Employees relocating must take necessary approval from the Talent Acquisition SPOC.

In the case of employee failing to serve the company for a minimum period of one year from the date of joining the relocation allowance paid will be recovered in full.

Transportation: Employees are entitled for company transport as per transport policy, as may be amended from time to time.

Background Checks: Your appointment is subject to the background check clearance in all aspects. Any discrepancies in the background check will lead to withdrawal of the offer or termination of employment.

Confidentiality: You are requested to maintain confidentiality on all aspects of the letter at all times. Sharing of confidential information will result in withdrawal of your offer letter.

Subsequent Changes: If there are any changes, subsequently, to the terms and conditions of your employment, they will be notified to you by letter or by a notice posted on the notice board, which forms part of the conditions of this offer letter.

We look forward to having you on board at AstraZeneca.

Please note that this Offer Letter is being made on the information furnished by you. However, if any discrepancy is found in the above documents given by you as proof in support of the information provided by you, the Company reserves the right to revoke this appointment/offer.

Yours sincerely,

Shriram Subramanian


Shriram Subramanian
Talent Acquisition Lead
For AstraZeneca India Private Limited

Date signed: Jun 24, 2023

I hereby accept the above mentioned terms and conditions

PLACE: CHENNAI

DATE: Jun 25, 2023

SIGNATURE: 

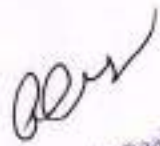
Annexure II
Financial & Benefits Details

Name: Kanmani Kaviyarasu
Designation: Graduate Trainee
Career Level: B3

PARTICULARS

SALARY DETAILS

Basic: INR 180,000
HRA: INR 90,000
Personal Pay: INR 155,000 *** (Flexible benefits linked)
Telephone Reimbursement: 30,000
Books & Periodicals Reimbursement: 24,000
Professional Pursuit Reimbursement: 30,000
Food Voucher: 13,200
Leave Travel Reimbursement: 40,000
Car lease**** Capped at Personal Pay Limit
Fuel Reimbursement**** 1,20,000
Driver Allowance**** 1,80,000
ANNUAL BASE SALARY: INR 425,000



Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

RETIREMENT BENEFITS PER ANNUM

PF: INR 21,600
Gratuity: INR 8,658
ANNUAL COST: INR 455,258

VARIABLE PERFORMANCE BONUS*: INR 42,500

TOTAL COST: INR 497,758

PREMIUM ON MEDICAL SCHEMES**

Group Medical Insurance Premium: INR 53,114
Group Personal Accident Premium: INR 1,422
Group Life Insurance Premium: INR 5,819
Employees Deposit Linked Insurance Premium: INR 900

COST TO COMPANY: INR 559,013

**Variable performance bonus is based on individual's performance and company's performance*

***Group Medical Insurance Hospitalization Benefits: Up to Rs. 5,00,000/- for a family of six, including self, spouse, two children and dependent parents or in-laws. Accident and Life Insurance coverage as per Company Policy, details would be provided on joining.*

**** Flexible Benefits Linked Personal Pay gives you the option of maximizing your tax savings. You would be provided with the option of allocating your Personal Pay into Telephone Reimbursement, Books and Periodicals Reimbursement, Professional Pursuit Reimbursement, Food Voucher and Leave Travel Reimbursement and Operating Car Lease subject to maximum limits as defined by AstraZeneca.*

***** Applicable for grade E and above.*

Further, you would be required to furnish proof of the expenses in respect of which you are claiming the reimbursement for which there is a tax benefit. In the event you are unable to utilize the maximum benefit made available to you under this category, the remaining amount will be taxed as per applicable laws.

AstraZeneca shall be entitled to make any changes to the Flexible Benefits Linked Personal Pay in order to be compliant with applicable laws.



Zoho Corporation Private Limited

Plot 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu, 603 202.

Ph: +91 - 44 - 6744 7070

www.zohocorp.com

SEZ Unit

To

Ms. KARUNYAH K,
PLOT NO 16, CHRUCH STREET, OCPM NAGAR,
MADURAI-625013, TAMIL NADU.

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015 41

Date: 08-Oct-2022

Dear KARUNYAH,

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED**.

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of **Rs.20000/- (RUPEES TWENTY THOUSAND ONLY)**. The following offer is valid, subject to successful completion of your project.

(Note: The above may not apply to you if your college does not permit Internships)

REMUNERATION

Your annual Cost to Company will be **Rs.600000/- (RUPEES SIX LAKH ONLY)**. The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period, you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.



ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.





NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment .

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **07-Nov-2022**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,
For Zoho CORPORATION PRIVATE LIMITED

M.I. Schail
Manager - HR & Global Operations

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature: _____ Date of Offer acceptance: 08 Oct 2022

Name : KARUNYAH K Place : Madurai



ANNEXURE A

Dr. G. K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

NAME : KARUNYAH K
 DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	20000	240000
HRA	10000	120000
Other Allowance & Flexible component	17600	211200
Gross Salary	47600	571200
Employer Provident Fund (12% of Basic+TA)*	2400	28800
Cost To Company (CTC)	50000	600000
Prosperity Sharing Plan		100000
Compensation for the first year		700000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:

PROSPERITY SHARING PLAN

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Mediclaim policy for a sum insured of **Rs.500000/- (RUPEES FIVE LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of **Rs.3000000/- (RUPEES THIRTY LAKH ONLY)**.

Please note that the above mentioned insurance schemes are subject to change based on yearly renewal



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Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai

Confidential
embedUR/OFR/2022/143
September 21, 2022

Employment Offer

Karthikeyan B,
BE - ECE Department,
Thiagarajar College of Engineering

Dear Rohit,

We are pleased to offer you the position of "Software Engineer" based on your participation in your college's Campus Placement Programme. The following are the terms and conditions of your employment:

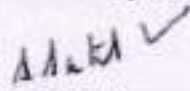
- 1 Your probation period will last for 6 (Six) months. Your performance will be assessed by management during this time, and upon satisfactory completion, written confirmation will be provided at the conclusion of the probationary period.
- 2 Your annualized **Total Compensation (TC)** is:
INR. 6,00,000/- (Rupees Six Lakhs only) per annum during Probation period (i.e. initial Six months).
INR. 8,00,000/- (Rupees Eight Lakh only) per annum after successful completion of the Probation period.
The details of the salary break up are enclosed in Annexures. The structure of your compensation plan may be altered / changed from time to time in line with the Compensation policy and practices of the Company.
- 3 You may be required to complete an Internship prior to joining embedUR as a full time employee; the duration and period of internship is dependent on business demand and at the discretion of the management.
- 4 At the time of conversion to full-time, you are required to sign a 36-month Employment Agreement with the organization. Please refer to the Employment Agreement document for additional terms & conditions information.

- 5 You are eligible for the leave and paid holidays in accordance with the organization's leave policy (National & State Holidays, Annual Leaves, Vacation Leaves, Emergency Time Off).
- 6 As applicable, you are eligible for additional benefits like Medical Insurance, Provident Fund and Gratuity.
- 7 The validity of this offer is contingent upon a successful background/reference check.
- 8 Please confirm acceptance of this Offer within 2 business days from the date it was issued.

We are thrilled that, as a member of embedUR, you will have excellent opportunities to contribute, play a significant role, and advance within the Organization.

With Best Wishes and anticipation of a mutually beneficial association.

for
embedUR systems (India) Private Limited


S. Sathish Kumar
Director Human Resources

I have read and understood the terms and conditions of the Offer and accept the same.

Signature

Date

Dr. G. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Annexure 1.1

Total Compensation Breakup

Name	Karthikeyan B		
Designation	Software Engineer	Location	Chennai
Monthly gross (Rs.)		46,356.00	
1. Fixed Salary & Benefits		Per month (Rs.)	Per annum (Rs.)
1.1	Basic	23,178.00	2,78,136.00
1.2	HRA	9,271.00	1,11,252.00
1.3	Special Allowance	13,907.00	1,66,884.00
	Sub. Total	46,356.00	5,56,272.00
1.4	PF employer contribution	1,800.00	21,600.00
1.5	Gratuity	0.00	13,378.00
1.6	Medical Insurance	0.00	8,750.00
	Total - Section 1.0		6,00,000.00
Total Compensation			6,00,000.00
Benefits & Incentives:			
1) Medical Insurance for Family: embedUR provides a comprehensive medical insurance benefit to the spouse and children of the employee. For more details please refer to the Insurance policy document.			
2) Gratuity: You shall be entitled to the Gratuity upon completion of five (5) years of service with the Company. This is based on the current monthly basic salary for indication purpose only.			
3) The above is the pre-tax amount subject to standard deductions such as employee PF contributions, Tax and other applicable deductions.			
Note: Compensation details are highly confidential and shouldn't be discussed with anyone except Reporting Manager, HR & Finance Officials.			

Annexure 1.2

Total Compensation Breakup

Name	Karthikeyan B		
Designation	Software Engineer	Location	Chennai
Monthly gross (Rs.)		62,632.00	
1. Fixed Salary & Benefits		Per month (Rs.)	Per annum (Rs.)
1.1	Basic	31,316.00	3,75,792.00
1.2	HRA	12,526.00	1,50,312.00
1.3	Special Allowance	18,790.00	2,25,480.00
	Sub. Total	62,632.00	7,51,584.00
1.4	PF employer contribution	1,800.00	21,600.00
1.5	Gratuity	0.00	18,066.00
1.6	Medical Insurance	0.00	8,750.00
	Total - Section 1.0		8,00,000.00
Total Compensation			8,00,000.00
Benefits & Incentives:			
1) Medical Insurance for Family: embedUR provides a comprehensive medical insurance benefit to the spouse and children of the employee. For more details please refer to the Insurance policy document.			
2) Gratuity: You shall be entitled to the Gratuity upon completion of five (5) years of service with the Company. This is based on the current monthly basic salary for indication purpose only.			
3) The above is the pre-tax amount subject to standard deductions such as employee PF contributions, Tax and other applicable deductions.			
Note: Compensation details are highly confidential and shouldn't be discussed with anyone except Reporting Manager, HR & Finance Officials.			

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Dr. G.K. Raajesh

November 1, 2022

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Kasthuri Ramalakshmanan

C-20 Jayabharath Classic City, Melakkal Main Road, Kochadai Madurai - 625016.

Dear **Kasthuri Ramalakshmanan**,

In view of your curriculum vitae, the information and documents submitted by you and our discussions on the subject, we are pleased to offer you the position of **Quality and Automation Engineer 1** with Comcast India Engineering Center I LLP (**Comcast India**)

1. The broad terms and conditions that will apply once your employment commences are as outlined below. The detailed terms and conditions will be contained in an employment agreement that you will be expected to execute for your employment to commence:

(a) **Position:**

Your position will be as **Quality and Automation Engineer 1** with Comcast India and you will be required to report to **Harish Jayesh**. In the course of your employment you will be required to undertake and perform all the acts, functions, and duties as may be assigned to you by Comcast India based on your knowledge, qualifications and experience.

You will be placed on probation during the first 3 months of your employment and shall only be confirmed subject to your satisfactory performance during this period. The probation period may be extended for a further period of 3 months at the discretion of Comcast India. Your employment may be terminated by you or Comcast India at any time during the probation period with one week's notice or pay in lieu.

(b) **Place of Work:**

Your place of work shall be in Chennai, India. You may be required to relocate to other locations in India or abroad; and/or undertake such travel in and outside India, from time to time, as may be necessary in the interests of Comcast India's business.

(c) **Remuneration, Allowance and Other Benefits:**

Your annual fixed pay including the basic pay, all allowances, and specific reimbursements agreed under the payment schedule (such as medical reimbursement, telephone reimbursement, etc.) payable by Comcast India but excluding the discretionary performance Bonus shall be **INR 6,06,675** (Six Lakhs Six Thousand Six Hundred and Seventy Five Only).

COMCAST India Engineering Center I LLP
Registered Office

Chennai One SEZ, 5th Floor, North Block in Phase II, Module 7 & 8, "Chennai One",
Pallavaram-Thoraipakkam 200 Feet Road, Thoraipakkam, Chennai - 600 097, Tamil Nadu



Your annual fixed pay shall be structured in accordance with the standard policies of Comcast India, which shall be communicated to you in writing from time to time and shall be subject to deduction of tax at source. The salary payable to you shall be paid monthly in arrears. Statutory contributions as per the relevant Indian laws will also be payable by Comcast India.

In addition to the annual fixed pay, you will be eligible for an annual discretionary performance bonus based on a target amount of 5% of the annual fixed pay (**Performance Bonus**). The detailed break-up of your annual fixed pay and the Performance Bonus will be provided to you with your employment agreement.

You are eligible for an optional meal card benefit of INR 2200 per month. To elect this meal card benefit, you must contact Payroll within thirty (30) days of commencing employment, and the meal card benefit amount will be deducted from your special allowance. If you take no action, you will not receive the meal card benefit, and the special allowance provided in your offer will remain unchanged.

(d) **Hours of Works:**

Your hours of work will be as per the working hours policy of Comcast India, Monday through Friday. You may be required to work such additional hours as may be necessary for you to perform your duties effectively and you will not be entitled to receive any additional remuneration for work done outside your normal hours of work, unless required by applicable law.

2. Subject to satisfactory completion of the conditions mentioned below, your employment with Comcast India shall commence on **July 3, 2023** or such other date that shall be communicated to you in writing by Comcast India (the **Start Date**):

- (a) You have not accepted any other employment or offer of employment before the Start Date and you possess the required qualifications to commence employment as an **Quality and Automation Engineer I** with Comcast India
- (b) Your performance and conduct during your period of internship with Comcast India from **January 6, 2023 to June 30, 2023** is to the satisfaction of Comcast India and you have cleared all the tests assigned to you during your internship in accordance with the standards and requirements of Comcast India.
- (c) You have adhered to all your obligations during your Internship in accordance with the Internship Offer Letter dated **November 1, 2022** and Internship Agreement dated **December 5, 2022**.



- (d) You have completed and cleared all your university examinations and there are no pending papers, examinations, assignments, credits or any other requirements to be completed with respect to your university, as of the Start Date.
- (e) You have provided all accurate documents as may be required by Comcast India including but not limited to marksheets, transcripts, character certificates, degree certificates (or a provisional degree certifying your clearance of all semesters and examinations from your university).
- (f) You have executed an employment agreement with Comcast India on or before the Start Date. Your employment agreement shall contain customary provisions including but not limited to confidentiality, emoluments and privileges, intellectual property rights, representations and warranties, non-competition and non-solicitation provisions, termination provisions, etc. and you shall be governed by various company rules, standards and policies as communicated to you from time to time; and
- (g) You have agreed to and passed a background investigation conducted by Comcast India. By signing this letter, you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to you by Comcast India. This includes undergoing drug and alcohol testing as per Comcast India's Drug and Alcohol Policy and Privacy Policy. By signing this letter, you hereby authorize Comcast India to send the necessary specimen collected from you to selected third parties for a screening test for the presence of alcohol, and/or drugs that are illegal under national, state or local laws and, to receive and use the results of the test.

If your background check has not been completed prior to your Start Date, we may allow you to commence your employment but, if so, Comcast India will reserve the right to terminate your employment based on the results of the Background check, whenever completed.

Please note that this position is time sensitive. This offer is made to you on the condition that you have completed all the conditions mentioned in paragraph 2 and will commence employment on the Start Date. If you fail to do so, Comcast India will have the right to unilaterally rescind this offer. You undertake to fulfill these conditions promptly and in good faith to be able to commence employment with Comcast India by the Start Date.



3. This letter is meant to be an offer of employment and does not in itself give rise to an employer-employee relationship between Comcast India and yourself. Any employer-employee relationship is only meant to arise upon execution of an employment agreement with Comcast India.
4. This letter shall be governed by and construed in accordance with the laws of India. The courts at Chennai shall have exclusive jurisdiction to decide any dispute arising out of this letter.

Please sign and return one copy of this letter within 2 days from the date of this letter.

We look forward to welcoming you to Comcast India and working with you.

Best Regards,

For and on behalf of Comcast India Engineering Center I LLP

Kannan Subramaniam
Senior Vice President & General Manager

Acknowledgement

I hereby confirm my acceptance to terms and conditions outlined in this letter.

Signed:

Name:

Date:



Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

COMCAST INDIA OFFER		
Name	Kasthuri Ramalakshmanan	
Comcast Title	Quality and Automation Engineer 1	
Department	SKY	
Hiring Manager	Harish Jayesh	
Components	Monthly	Annual
Basic Pay (50% of Total Fixed pay)	25,278	3,03,338
Basket of Allowances		
House Rent Allowance (Capped at 50% of Basic)	12,639	1,51,669
Leave Travel Allowance *	2,107	25,278
Special Allowance	10,533	1,26,391
Total Fixed Pay	50,556	6,06,675
Target CIP Bonus Variable Pay %	-	5%
Target CIP Bonus Variable Pay	-	30,334
Total Cash	50,556	6,37,009
Provident Fund **	3,033	36,401
Telephone Reimbursement	1,000	12,000
Gratuity ***	-	14,591
Cost to Company	54,590	7,00,000

Note:

- *Leave Travel Allowance is capped at 1 month of Basic
- **PF is contributed at 12% of Basic Salary (Employer's Contribution).
- ***Gratuity will be paid as per the Payment of Gratuity Act, 1972.
- Additional Out Patient Medical Benefit of INR 10,000 per annum for employee and their dependents.
- ^Meal Card is administered by ICICI - Multi Wallet Card (Optional Benefit).


Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Kanchi-625 015

AstraZeneca India Private Limited,
Block A, Neville Tower, 11th Floor, Ramanujan
IT SEZ, Taramani, Chennai - 600113,
Tamil Nadu, India.
Telephone: +9144 4046 1800
astrazeneca.com

22 June 2023

Dear Kauri Sheetal Panneerselvam,

Letter of Intent

Congratulations! It is with great pleasure that we welcome you to join AstraZeneca India Pvt. Ltd., ("AZIPL") as "Graduate Trainee" on "07 July 2023" at our Global Technology Centre at Chennai.

The terms and conditions of your appointment are as per Annexure – I. The details on the salary are given in Annexure – II.

If you have any queries or require any further information, please do not hesitate to contact the Human Resources Department. The appointment letter will be given to you on the day of joining.

May we take this opportunity of wishing you a successful association with AstraZeneca India.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian
Talent Acquisition Lead
for AstraZeneca India Private Limited

Date signed: Jun 24,

ANNEXURE I

TERMS AND CONDITIONS OF THE EMPLOYMENT OFFER MADE TO

Probation: Effective your date of joining, you will be on probation in the above position for six months, which could be extended at the discretion of the Management.

During the period of probation each of the parties can terminate this at any time and for any reason and by giving thirty days' notice.

Hours of Work: The working hours of AZ Chennai is between 9.00 AM and 6.00 PM. The normal hours to be worked are 40 hours in a given week (excluding 1 hour for break every day). Subject to the work requirements of your function you might be required to work on shifts in agreement with your line manager and there could be a slight flexibility in the working hours.

Leave: You are entitled to 22 days of Earned leave (EL), 12 days of Casual Leave (CL) and Sick Leave (SL) as per the leave policy of AZIPL, as may be amended from time to time.

Relocation: Relocation expenses will be borne by the company. All expenses will be governed by the entitlement as per the relocation policy, as may be amended from time to time. Employees relocating must take necessary approval from the Talent Acquisition SPOC.

In the case of employee failing to serve the company for a minimum period of one year from the date of joining the relocation allowance paid will be recovered in full.

Transportation: Employees are entitled for company transport as per transport policy, as may be amended from time to time.

Background Checks: Your appointment is subject to the background check clearance in all aspects. Any discrepancies in the background check will lead to withdrawal of the offer or termination of employment.

Confidentiality: You are requested to maintain confidentiality on all aspects of the letter at all times. Sharing of confidential information will result in withdrawal of your offer letter.

Subsequent Changes: If there are any changes, subsequently, to the terms and conditions of your employment, they will be notified to you by letter or by a notice posted on the notice board, which forms part of the conditions of this offer letter.

We look forward to having you on board at AstraZeneca.

Please note that this Offer Letter is being made on the information furnished by you. However, if any discrepancy is found in the above documents given by you as proof in support of the information provided by you, the Company reserves the right to revoke this appointment/offer.

Yours sincerely,

Shriram Subramanian

Shriram Subramanian

Talent Acquisition Lead

For AstraZeneca India Private Limited

Date signed: Jun 24, 2023

I hereby accept the above mentioned terms and conditions

PLACE: CHENNAI

DATE: Jun 25, 2023

SIGNATURE: {{BigSig2_es_;signer2:signature:dimension(width=45mm, height=8mm)}}

Annexure II
Financial & Benefits Details

Name: Kauri Sheetal ParneerSelvam
Designation: Graduate Trainee
Career Level: B3

PARTICULARS

SALARY DETAILS

Basic: INR 180,000
HRA: INR 90,000
Personal Pay: INR155,000 **** (Flexible benefits linked)*
Telephone Reimbursement: 30,000
Books & Periodicals Reimbursement: 24,000
Professional Pursuit Reimbursement: 30,000
Food Voucher: 13,200
Leave Travel Reimbursement: 40,000
Car lease****Capped at Personal Pay Limit
Fuel Reimbursement****1,20,000
Driver Allowance****1,80,000
ANNUAL BASE SALARY: INR 425,000

RETIREMENT BENEFITS PER ANNUM

PF: INR 21,600
Gratuity: INR 8,658
ANNUAL COST: INR 455,258

VARIABLE PERFORMANCE BONUS*: INR 42,500

TOTAL COST: INR 497,758

PREMIUM ON MEDICAL SCHEMES**

Group Medical Insurance Premium: INR 53,114
Group Personal Accident Premium: INR 1,422
Group Life Insurance Premium: INR 5,819
Employees Deposit Linked Insurance Premium: INR 900

COST TO COMPANY: INR 559,013

**Variable performance bonus is based on individual's performance and company's performance*

***Group Medical Insurance Hospitalization Benefits: Up to Rs. 5,00,000/- for a family of six, including self, spouse, two children and dependent parents or in-laws. Accident and Life Insurance coverage as per Company Policy, details would be provided on joining.*

**** Flexible Benefits Linked Personal Pay gives you the option of maximizing your tax savings. You would be provided with the option of allocating your Personal Pay into Telephone Reimbursement, Books and Periodicals Reimbursement, Professional Pursuit Reimbursement, Food Voucher and Leave Travel Reimbursement and Operating Car Lease subject to maximum limits as defined by AstraZeneca.*

***** Applicable for grade E and above.*

Further, you would be required to furnish proof of the expenses in respect of which you are claiming the reimbursement for which there is a tax benefit. In the event you are unable to utilize the maximum benefit made available to you under this category, the remaining amount will be taxed as per applicable laws.

AstraZeneca shall be entitled to make any changes to the Flexible Benefits Linked Personal Pay in order to be compliant with applicable laws.

Employee Code	21944400	Employee Name	KAJRI SHEETAL PANNEERSELVAM
Date Of Birth	21/04/2002	Date of Joining	07/07/2023
Designation	JUNIOR ENGINEER	Bank Name	STATE BANK OF INDIA
Bank A/C No	41199882987	PAN NO	
PF No.	TN/MAS/1013595	Location	CHENNAI
No of Days / LOP/LOPR	25.00 / 0.00 / 0.00	Universal Account Number	

Payslip for the month of Jul 2023

Earnings	Reference Amount	Amount	Arrear Amount	Year to Date	Deductions	Amount	Year to Date
Basic	15,000.00	12,097.00	0.00	12,097.00	Provident Fund (PF)	1,452.00	1,452.00
H.R.A	7,500.00	6,048.00	0.00	6,048.00			
Personal Pay	12,917.00	10,417.00	0.00	10,417.00			
Relocation Allowance	55,000.00	55,000.00	0.00	55,000.00			
Gross Earnings		83,562.00		83,562.00	Gross Deductions	1,452.00	1,452.00

Net Pay	82,110.00
Net Pay in Words	Rupees Eighty Two Thousand One Hundred And Ten Only

Other Statutory Deductions	Projected	Year to Date	Balance
Income Tax	83,380.00	0.00	83,380.00
Profession Tax	0.00	0.00	0.00

Provident Fund(PF) Details	Amount	Year to Date
Employee Contribution to PF	1,452.00	1,452.00
Employee V P F Contribution	0.00	0.00
Employer Contribution to EPS	1,008.00	1,008.00
Employer Contribution to PF	444.00	444.00


 Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

Note : This is a computer generated payslip and does not require authentication.



Hewlett Packard Enterprise

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Hewlett Packard (India) Software Operation Pvt. Ltd.
Sy. No. 192, Whitefield Road,
Mahadevapura Post,
Bengaluru - 560 048
Karnataka
India
www.hpe.com

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

03/04/2023

Dear Kavya Jones,

We are pleased to extend to you an offer of employment with Hewlett Packard Enterprise ("HPE" or the "Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks being conducted either by HPE or an appropriate third party and the academics results (you must have successfully completed your Bachelor's degree in year 2023). The results of such background checks being favorable in HPE's reasonable opinion, and If this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by HPE. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

We hope you choose to join Hewlett Packard Enterprise and look forward to hearing from you soon. Let's build the future together.

Thanking you

Regd. Office: Hewlett Packard (India) Software Operation Pvt. Ltd., Sy No. 192, Whitefield Road, Mahadevapura Post, Bengaluru - 560048, India

FOR Company

Salleesh A J Menezes
Senior Director – Human Resources

FOR Employee Kavya Jones M

Name: _____

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

03/04/2023

Kavya Jones
India

Dear Kavya Jones,

Welcome to Hewlett Packard Enterprise! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you at Hewlett Packard India Software Operation Pvt. Ltd. of Hewlett Packard Enterprise ("HPE" or the "Company"). Your date of appointment is effective from your date of joining, which shall be on 07/08/2023.

Your appointment at Hewlett Packard India Software Operation Pvt. Ltd. is on the following terms and conditions:

1 Remuneration (Mainstream employees only)

Your annual total gross remuneration will be made up of the following components

1.1 Basic Salary

You will be eligible for a Basic Salary. The amount towards the basic salary is mentioned in Annexure (I) against "(A) Basic Salary".

Variable Pay Bonus (VPB)

In addition to your salary, you will be eligible to participate in one of the Company's variable pay plans (all of which are subject to modification from time to time), as determined by the Company's management. Variable pay bonuses are discretionary and based on business and individual results, therefore the fact that you may have received such a payment at any one time does not mean that you have any right to receive further payments in the future. Employees may participate in only one variable pay plan at a time.

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Kavya Jones M

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

1.2. Allowances and Benefits Plan (ABP):

You will be eligible to receive benefits under the Allowances and Benefits Plan of the Company and the maximum cost to Company in providing such benefits shall not exceed the amount as mentioned in Annexure (I) against "(B) Allowances and Benefits Plan". A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:

You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund, as well as deduct an equivalent of 12% of your basic salary, and remit the same to the fund, as employee contribution. This is inclusive of statutory remittance by the Company towards employee pension scheme maintained with the Regional Provident Commission, wherever applicable.

1.4. Gratuity:

You will be eligible for Gratuity as defined under the payment of gratuity act and code on Social Security on implementation, which will be paid over and above the Base Salary.

1.5 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium will be borne by the Company. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance as defined under Code on Social Security or applicable law, you will be eligible for coverage as per the said Act. Your share of contribution along with the Company's share of contribution will be remitted, as per the said Act.


1.6. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick-cum-casual leave per annum. You may utilize your leave as per the Company policy.

1.7 Relocation Expenses

In the event of you having to relocate to your place of posting, the Company may agree to reimburse your relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount, if paid, is fully recoverable in the event you leave the Company within 12 months from your date of joining the Company. Reimbursement of relocation expenses are at the sole discretion of the Company.

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee **Kavya Jones M**

Name: _____

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Engineering

Job Family: Cloud Engineering

Job Code & Job Title (Internal): 00391K - Cloud Developer I

Job Level: Entry

Salary Grade: T07

2.2. Work Place

You are initially appointed to work in our office in Chennai. You may be transferred or required to travel for business/training at the sole discretion of the Company. You will normally be required to work from 8 30 AM – 5 30 PM, Monday through Friday. However, your actual working hours may vary according to the business activities of the Company. You agree to accept such hours of work without additional compensation, in accordance with applicable laws.

Your role is categorized as an Edge Worker pursuant to HPE's Global Edge-to Office program. By accepting this offer, you acknowledge your opportunity to request a copy of HPE's Global Edge Work Policy from your recruiter and confirm you have exercised that opportunity to the extent appropriate before accepting the offer. This policy and related resources will also be available to you in your required onboarding activities. Your role's categorization as an Edge Worker (rather than Office Worker) is subject to change by HPE at its sole discretion without prior notice (subject to any notice required under applicable law).

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The Company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.


2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the Company from one location to another or one department/entity to another. Your services can also be transferred to any of the Company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the Company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Kavya Jones M

Signature: _____

Date: 11/09/2023



Hewlett Packard Enterprise

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the Company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the Company, the Company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as "Notice Period"). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the Company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% ABP only.

The Company reserves the right not to require you to attend work or carry out your employment duties for all or part of the notice period.

In case of your material breach of the Offer letter and these Terms (together, Agreement), or any of the Company's policies, or in case of misconduct, the Company has the right to terminate your services without notice. Upon termination of your employment for whatever reason, you will immediately return to the Company all Company assets including books, documents, papers, materials, credit cards and other properties belonging to the Company which may be in your possession or under your power or control.

You will not at any time after termination of this Agreement, for whatever reason, represent yourself as being in any way connected with the affairs of the Company


2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the Company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

FOR Company


Sathesh A J Meneses
Senior Director – Human Resources

FOR Employee

Name: Kavya Jones M

Signature: _____

Date: 11/09/2023



Hewlett Packard Enterprise

2.9 General Conditions

1) Your working hours, additional working hours (if any), weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers. You hereby provide your consent for the same.

2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of its rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by Hewlett Packard Enterprise Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bengaluru shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.


7) You will be eligible for promotion /salary increases based on company & your performance goals as defined by the Company from time to time.

8) You will be eligible for Annual Health Check-up once in a year which will be communicated as per company policy.

9) A brief description of the roles and responsibilities has been shared with you separately as part of the hiring process. This applies to the current role only and is subject to change as per company policy.

10) Minimum wages provisions would apply as applicable.

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Kavya Jones M

Signature: _____

Date: 11/05/2023

**Hewlett Packard
Enterprise**

Enclosed:

- a) Annexure (I) - Annualized Compensation & Benefit Statement
- b) Annexure (II) - Allowances and Benefit Plan
- c) ARCIPD


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Annualized Compensation & Benefits Statement – Annexure I

All figures are INR per annum

(A) Basic Salary Rs 480,000.00

(B) Allowances and Benefits Plan Rs 639,312.00

IND - Provident Fund Rs 57,600.00

IND - Gratuity @ 4.81% of Basic Rs 23,088.00

IND - Differential Gratuity Plan Rs 0.00

Company contribution to Gratuity @ 4.81% of basic salary under Payment of Gratuity Act or wages as defined under Code of Social Security on implementation.

Total Cost to Company 1,200,000.00

03/04/2023

Kavya Jones

CONFIDENTIAL

Dear Kavya Jones,

Further to our letter of appointment dated 03/04/2023, we are pleased to offer you a signing bonus of INR ₹550,000.00 (Rupees Five Lakh Fifty Thousand only).

The payment of the signing bonus shall be made as per the following instalments:

1. INR 250,000 shall be paid upon completion of 1 month.
2. INR 150,000 shall be paid upon completion of 12 months.
3. INR 150,000 shall be paid upon completion of 24 months.

FOR Company



Saifesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Kavya Jones M

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

Terms and conditions applicable in respect of Signing Bonus are as follows:

The signing bonus is payable to you on afore mentioned instalments after you start your employment with Hewlett Packard India Software Operation Pvt. Ltd..

The signing bonus is taxable, and all regular payroll taxes will be withheld.

In the event there is a separation or termination of your employment with the Company prior to the completion of **one year** from the date of your joining the Company for any reason whatsoever, you agree that you shall return the entire Bonus (actual bonus paid + applicable taxes) paid to you by the Company as on the date of your separation (last working day) from the Company.

The Company shall also be entitled to take this Bonus into account for reconciling any amounts due to you from the Company upon separation/ termination as aforesaid. Any such deduction from amounts owed to you by the Company upon separation/termination as aforesaid shall not affect the Company's rights in law or equity in respect of the amounts of uncovered Bonus, if any. You shall not be bound to return the Bonus to the Company after the expiry of one year from the date of your joining the Company.

We hope that your association with the Company will be satisfying and mutually beneficial. Please sign and return the original of this letter as a token of your acceptance and understanding of the above terms.

It is hereby accepted and understood that this letter records the complete terms regarding the subject matter hereof.

Annexure II

Allowances and Benefits Plan (ABP)

1. House Rent Allowance:

20% of Annual Basic

Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord (OR)

2 b. Actual Rent paid towards Company Leased premises

Supporting Documents: Lease Agreement

2. Leave Travel Concession (LTC will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2022 to 2025)

INR 24000 (per annum)

Supporting Documents- Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Kavya Jones M

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

3. Broadband and Telephone Reimbursement - INR 24,000 per annum

Supporting Documents: As per program guidelines

4. Advance Bonus Exgratia - For those earning basic salary up to Rs.21, 000/-pm Advance Bonus is paid towards payment of bonus under the Payment of Bonus Act, 1965 and Code on Wages as and when it is implemented. Those having basic salary above Rs.21, 000/-pm this amount will be treated as exgratia

Flexible Allowances and Benefits Plan:

5. Children education allowance for maximum of 2 dependent children (Per child per month Rs.100) :
Maximum Limit (per annum) - Rs.2,400

Supporting Documents: Declaration*

6. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):
(Per child per month Rs.300)

Maximum Limit (per annum) - Rs.7,200 Supporting Documents- Declaration*

7. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/
restaurants during the course of the workday): Maximum Limit (per annum): Rs. 26,400 Supporting
Documents: As per program guidelines

8. Personal Pay through Payroll - Balance of the above items paid with the Salary after appropriate tax
deductions at the end of the year

9. Additional House Rent Allowance - Additional HRA can be allocated up to 30% of Annual Basic

10. Please refer to the detailed policy documents available in the India benefits portal.

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities

Guidelines governing Allowances and Benefits Plan (ABP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme as defined under the Allowances and benefits plan and subject to available balance amounts under personal pay. The selection of benefits must be done in the Ceridian tool

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Kavya Jones M

Signature: _____

Date: 11/06/2023


**Hewlett Packard
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(Payroll vendor system).

2. The year for the purpose of this plan will be 1st April to 31st March.
3. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:
 - a) 25% of the annual kitty in Q1
 - b) 25% of the annual kitty in Q2 & balance of Q1, if any
 - c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
 - d) 25% of the annual kitty in Q4 & balance of Q1, Q2, Q3, if any

For the purposes of the plan, the quarters will be as follows:

- a) Q1 - April, May, June
- b) Q2 - July, August, September
- c) Q3 - October, November, December
- d) Q4 - January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the March salary and tax recovered appropriately.

4. In the event of separation of an employee from the services of the Company, only pro-rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.
5. The Company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.
6. Components / benefits offered as part of ABP are subject to change based on amendments to applicable tax laws / rules and Company policies.


Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date. These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____ 11/05/2023 _____



Hewlett Packard Enterprise

2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1. Relieving letter from previous employer:

Original required for verification - Yes

No of copies - Two

2. Letters supporting Employment viz., Offer letter, Service Certificate:

Original required for verification - Yes

No of copies - Two

3. Salary details of previous Employment:

Original required for verification - Yes

No of copies - Two

4. Education Certificates or Mark sheets with Provisional Certificates – 10th to Highest Degree:

Original required for verification - Yes

No of copies - Two

5. Copy of PAN card/Application ID for PAN card applied:

Original required for verification - No

No of copies - One

6. Age Proof – Copy of Aadhaar Card or Passport or Pan card or Driving license:

Original required for verification - No

No of copies - One

7. Photo identity proof – Copy of PAN Card or Passport or Driving license:

Original required for verification - No

No of copies - One

8. Address Proof to open bank account for salary credit – Copy of Rental Agreement or Driving license or Voter's ID

If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name:

FOR Company

Sailesh A J Menezes

Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

Original required for verification - Yes
No of copies - One

9. Four passport size color photographs.

Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy.

No other types of photographs would be accepted:

Original required for verification - Yes
No of copies - Four

10. NSR Registration Number:

Original required for verification - N/A
No of copies - N/A

11. Note down your parents' dates of birth for nomination in PF, Gratuity:

Original required for verification - N/A
No of copies - N/A

HPE Employee Letter of Assurance Agreement

U.S. Export Controls on Technology Transfer:

I acknowledge that during my work for Hewlett Packard Enterprise (HPE) I may, directly or indirectly, receive or access software and/or technical data which HPE has classified according to the US Commerce Control List (CCL) as eligible for export under license exemption "Technology and Software Under Restriction" (TSR) to all destinations except those listed below.

I agree not to export or re-export this software and/or technical data or any direct product based on this software or technical data without proper US government authorization to destinations not eligible for exports under license exemption TSR.

According to current US export regulations the following countries are not eligible for exports under license exemption TSR. This list is subject to change without notice.

Armenia
Azerbaijan
Belarus
Burma (Myanmar)
Cambodia
Cuba

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

- Georgia
- Hong Kong
- Iran
- Iraq
- Kazakhstan
- Kyrgyzstan
- Laos
- Libya
- Macao (Macao)
- Moldova
- Mongolia
- North Korea (DPRK)
- People's Republic of China (PRC)
- Russia
- Sudan (Khartoum)
- Syria
- Tajikistan
- Turkmenistan
- Ukraine
- Ukraine (Crimea Region)
- Uzbekistan
- Venezuela
- Vietnam
- Yemen

Agreement Regarding Confidential Information and Proprietary Developments India

Kaviya Jones

1. **Consideration and Relationship to Employment.** As a condition of my employment with Hewlett Packard Enterprise or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. **Confidential Information.** This Agreement concerns trade secrets, confidential business and technical information, and know-how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

- (a) to use such information only in the performance of Company duties;
- (b) to hold such information in confidence and trust; and
- (c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company.

I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. **Proprietary Developments.** This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information.

Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

- (a) to disclose them promptly to Company;
- (b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
- (c) to assign any right of recovery for past damages to Company; and
- (d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense.

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____ 11/05/2023 _____



Hewlett Packard Enterprise

I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed by the employee for the employer.

4. **Respect for Rights of Former Employers.** I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. **Work Product.** The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. **Company Property.** I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. **Protective Covenants.** I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company.

I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) **No Solicitation of Customers.** I will not (in person or through assistance to others) knowingly

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Kavya Jones M

Signature: _____

Date: 11/05/2023

**Hewlett Packard
Enterprise**

participate in soliciting or communicating with any customer of Company in pursuit of a Competing Line of Business if I either had business-related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) **No Solicitation of Company Employees.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) **No Solicitation of Company Suppliers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company.

As used here, "**Competing Line of Business**" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business).

"**Company Employee**" means an individual employed by or retained as a consultant to Company or its related corporations. "**Company Supplier**" means an individual, corporation, other business entity or separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. **Enforcement.** I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post-employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements.

For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. **Relief; Extension.** I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise


Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. **Severability; Authority for Revision; Assignment; Governing Law.** The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. **Acceptance by Company.** A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. **Acceptance by Employee.** By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior to my acceptance of such terms.

FOR Company


Sailesh A J Meneses
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____ 11/05/2023 _____



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Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

November 14, 2022

Keerthiga Rengasamy Maran
1, Rose street Fatima college opp, Madurai - 625018.

Dear **Keerthiga**,

In view of your curriculum vitae, the information and documents submitted by you and our discussions on the subject, we are pleased to offer you the position of **Quality and Automation Engineer 1** with Comcast India Engineering Center I LLP (**Comcast India**)

1. The broad terms and conditions that will apply once your employment commences are as outlined below. The detailed terms and conditions will be contained in an employment agreement that you will be expected to execute for your employment to commence:

(a) **Position:**

Your position will be as **Quality and Automation Engineer 1** with Comcast India and you will be required to report to **Harish Jayesh**. In the course of your employment you will be required to undertake and perform all the acts, functions, and duties as may be assigned to you by Comcast India based on your knowledge, qualifications and experience.

You will be placed on probation during the first 3 months of your employment and shall only be confirmed subject to your satisfactory performance during this period. The probation period may be extended for a further period of 3 months at the discretion of Comcast India. Your employment may be terminated by you or Comcast India at any time during the probation period with one week's notice or pay in lieu.

(b) **Place of Work:**

Your place of work shall be in Chennai, India. You may be required to relocate to other locations in India or abroad; and/or undertake such travel in and outside India, from time to time, as may be necessary in the interests of Comcast India's business.

(c) **Remuneration, Allowance and Other Benefits:**

Your annual fixed pay including the basic pay, all allowances, and specific reimbursements agreed under the payment schedule (such as medical reimbursement, telephone reimbursement, etc.) payable by Comcast India but excluding the discretionary performance Bonus shall be **INR 6,06,675** (Six Lakhs Six Thousand Six Hundred and Seventy Five Only).

COMCAST India Engineering Center I LLP
Registered Office

Chennai One SEZ, 5th Floor, North Block in Phase II, Module 7 & 8, "Chennai One",
Pallavaram-Thoraipakkam 200 Feet Road, Thoraipakkam, Chennai – 600 097, Tamil Nadu



Your annual fixed pay shall be structured in accordance with the standard policies of Comcast India, which shall be communicated to you in writing from time to time and shall be subject to deduction of tax at source. The salary payable to you shall be paid monthly in arrears. Statutory contributions as per the relevant Indian laws will also be payable by Comcast India.

In addition to the annual fixed pay, you will be eligible for an annual discretionary performance bonus based on a target amount of 5% of the annual fixed pay (**Performance Bonus**). The detailed break-up of your annual fixed pay and the Performance Bonus will be provided to you with your employment agreement.

You are eligible for an optional meal card benefit of INR 2200 per month. To elect this meal card benefit, you must contact Payroll within thirty (30) days of commencing employment, and the meal card benefit amount will be deducted from your special allowance. If you take no action, you will not receive the meal card benefit, and the special allowance provided in your offer will remain unchanged.

(d) **Hours of Works:**

Your hours of work will be as per the working hours policy of Comcast India, Monday through Friday. You may be required to work such additional hours as may be necessary for you to perform your duties effectively and you will not be entitled to receive any additional remuneration for work done outside your normal hours of work, unless required by applicable law.

2. Subject to satisfactory completion of the conditions mentioned below, your employment with Comcast India shall commence on **July 3, 2023** or such other date that shall be communicated to you in writing by Comcast India (the **Start Date**):

- (a) You have not accepted any other employment or offer of employment before the Start Date and you possess the required qualifications to commence employment as an **Quality and Automation Engineer 1** with Comcast India
- (b) Your performance and conduct during your period of internship with Comcast India from **January 6, 2023 to June 30, 2023** is to the satisfaction of Comcast India and you have cleared all the tests assigned to you during your internship in accordance with the standards and requirements of Comcast India.
- (c) You have adhered to all your obligations during your Internship in accordance with the Internship Offer Letter dated **November 1, 2022** and Internship Agreement dated **December 5, 2022**.



- (d) You have completed and cleared all your university examinations and there are no pending papers, examinations, assignments, credits or any other requirements to be completed with respect to your university, as of the Start Date.
- (e) You have provided all accurate documents as may be required by Comcast India including but not limited to marksheets, transcripts, character certificates, degree certificates (or a provisional degree certifying your clearance of all semesters and examinations from your university).
- (f) You have executed an employment agreement with Comcast India on or before the Start Date. Your employment agreement shall contain customary provisions including but not limited to confidentiality, emoluments and privileges, intellectual property rights, representations and warranties, non-competition and non-solicitation provisions, termination provisions, etc. and you shall be governed by various company rules, standards and policies as communicated to you from time to time; and
- (g) You have agreed to and passed a background investigation conducted by Comcast India. By signing this letter, you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to you by Comcast India. This includes undergoing drug and alcohol testing as per Comcast India's Drug and Alcohol Policy and Privacy Policy. By signing this letter, you hereby authorize Comcast India to send the necessary specimen collected from you to selected third parties for a screening test for the presence of alcohol, and/or drugs that are illegal under national, state or local laws and, to receive and use the results of the test.

If your background check has not been completed prior to your Start Date, we may allow you to commence your employment but, if so, Comcast India will reserve the right to terminate your employment based on the results of the Background check, whenever completed.

Please note that this position is time sensitive. This offer is made to you on the condition that you have completed all the conditions mentioned in paragraph 2 and will commence employment on the Start Date. If you fail to do so, Comcast India will have the right to unilaterally rescind this offer. You undertake to fulfill these conditions promptly and in good faith to be able to commence employment with Comcast India by the Start Date.



3. This letter is meant to be an offer of employment and does not in itself give rise to an employer-employee relationship between Comcast India and yourself. Any employer-employee relationship is only meant to arise upon execution of an employment agreement with Comcast India.
4. This letter shall be governed by and construed in accordance with the laws of India. The courts at Chennai shall have exclusive jurisdiction to decide any dispute arising out of this letter.

Please sign and return one copy of this letter within 2 days from the date of this letter.

We look forward to welcoming you to Comcast India and working with you.

Best Regards,

For and on behalf of Comcast India Engineering Center I LLP

Kannan Subramaniam
Senior Vice President & General Manager

Acknowledgement

I hereby confirm my acceptance to terms and conditions outlined in this letter.

Signed:
Name:
Date:




 Dr. G.K. Rajjesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

COMCAST INDIA OFFER		
Name	Keerthiga Rengasamy Maran	
Comcast Title	Quality and Automation Engineer 1	
Department	SKY	
Hiring Manager	Harish Jayesh	
Components	Monthly	Annual
Basic Pay (50% of Total Fixed pay)	25,278	3,03,338
Basket of Allowances		
House Rent Allowance (Capped at 50% of Basic)	12,639	1,51,669
Leave Travel Allowance *	2,107	25,278
Special Allowance	10,533	1,26,391
Total Fixed Pay	50,556	6,06,675
Target CIP Bonus Variable Pay %	-	5%
Target CIP Bonus Variable Pay	-	30,334
Total Cash	50,556	6,37,009
Provident Fund **	3,033	36,401
Telephone Reimbursement	1,000	12,000
Gratuity ***	-	14,591
Cost to Company	54,590	7,00,000

Note:

- *Leave Travel Allowance is capped at 1 month of Basic
- **PF is contributed at 12% of Basic Salary (Employer's Contribution).
- ***Gratuity will be paid as per the Payment of Gratuity Act, 1972.
- Additional Out Patient Medical Benefit of INR 10,000 per annum for employee and their dependents.
- ^Meal Card is administered by ICICI - Multi Wallet Card (Optional Benefit).

OFFER LETTER


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015
Date: 28/09/2022

Ref: GANIT/HR/CR/2022

Name	Email	Contact
Krishna Prasanna V.G	krishnaprasanna@student.tce.edu	6374659577

Dear Krishna,

Congratulations. Welcome to the exciting world of Data Science!

We are pleased to offer you the role of **Data Analyst**. You are offered an annual compensation (CTC) of **INR 6,00,000/- (Rupees Six Lakhs only)**.

Your joining date will be announced at the end of the current academic year. You will receive communication on your joining, on-boarding and other procedures a month prior to your joining date.

In case of any queries that you might have please feel free to contact the recruitment team of GANIT at campusqueries@ganitinc.com

Welcome to Ganit and wish you an exciting career with us!

Yours Sincerely,



Ashok Harwani
Director



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Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

HR-SSC/Offer/22-23/304044

03-Nov-2022

Lingeshwaran

Madurai

Dear Lingeshwaran,

We are pleased to offer you the position of Engineer - Software Development at B2-1 band and your base location will be Chennai-JTP.

Your appointment will be effective on your joining date i.e. 17-Jul-2023. Please contact your recruiter immediately in case there is any alteration in the joining date. The other terms and conditions of your employment shall be as per enclosed annexure(s) that form part of this offer letter.

The other terms and conditions of your employment shall be as per enclosed annexure(s) that form part of this offer letter.

Mandatory Requirements:

- Ensure to return a digital copy of this letter as an acceptance of the offer within 2 working days of receipt of the offer letter release it will automatically stand withdrawn in absence of completion of the following within the Offer Period.
- You will soon receive a notification from the onboarding system once you accept the offer to complete mandatory documentation online
- This offer of appointment is conditional to positive clearance of background and reference check. You will receive notification email with a link directly from our background screening partner to complete few details on their portal and upload documents.
- Ensure you complete your online Onboarding formalities within 2 days of the onboarding welcome notification received else your joining will get deferred.

Induction Process – As part of your joining activity you need to complete the Induction Program. You will be getting Induction invite from Global Onboarding team with the details of the schedule prior to your joining date.

Your point of contact for any recruitment related queries will be "Janani K". You can drop an e-mail at "Janani.K1@tatacommunications.com".

We take this opportunity to welcome you to Tata Communications Limited and invite you to participate in the enriching experience of building a world-class organization

TATA COMMUNICATIONS

Tata Communications Limited

Regd. Office : VSB Mahatma Gandhi Road Fort Mumbai – 400 001

Tel +91 22 6657 8795 Fax +91 22 66389162 email : eekhr@tatacommunications.com

CIN no. : L64200MH1986PLC038266 web site www.tatacommunications.com



Your annualized compensation package will be INR 770000. Please find below a detailed breakup of your compensation.

Compensation Break-up	Annual Amount (INR)
Basic	308000
Annual Allowances	425040
Provident Fund	36960

Dr. 
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

In view of the New Wage Code announced by the government, the compensation structure is likely to change in FY22. When the final rules are notified by the government, some of the items within OTE might increase/ decrease accordingly.

The compensation being offered to you relates to the specific job position you are being offered in this letter. Please note that if, during the course of your employment with Tata Communications, you are offered and accept a different job role through the internal job transfer program or otherwise, the compensation associated with that job role may be different in amount and/or structure. You will be advised of any such difference at the time you are offered any other job role within Tata Communications.

Gratuity: You are entitled to Gratuity Benefit which shall be payable upon separation as per the applicable provisions under the Payment of Gratuity Act (1972). The annual contribution towards gratuity benefit is not shown in compensation break-up.

Flexible Compensation Component: You have an option to choose the component from the defined list of benefits as per your requirement (subject to income tax and other applicable laws). Flexible compensation can be allocated under the following heads:

- Children's Education and Hostel Expense
- House Rent Allowance
- Leave Travel Assistance
- Vehicle Running Expenses
- Professional Development Reimbursement
- National Pension Contributions
- Special Residual Allowance: Any amount lying unallocated from the flexible allowance after distribution across the components specified above will be paid as Special Residual Allowance.

Declaration of Flexible Compensation Components: In case date of joining falls between 1st - 15th of the month, salary will be processed in same month and employee will have the option to allocate Flexible compensation components during the period 5th -10th of the next month, and if the date of joining falls between 16th - 31st of a month, salary would be processed in the next month's payroll cycle and employee will have the option to declare Flexible components during the period 5th - 10th of the subsequent month after their salary is processed.

By accepting this offer letter, you also accept and agree to work in shifts, as per the requirement of the Organisation/Projects, which will be intimated to you on time to time basis, during your employment with company.



Annexure I
Terms and conditions

1. Your grade/band and designation will be as per details mentioned in this letter. However, it may be noted that designations, job grades/bands could change from time to time depending on Company requirements and in accordance with HR policies.
2. The Company may transfer you across function / location / affiliates as per its business requirements. You may be required to work on matters pertaining to the Company and /or its affiliates, as decided and communicated by the Company from time to time.
3. As per guidelines from the Government of India, it is mandatory for an organization to maintain KYC documents of all its employees including the new joiners for statutory compliances. Hence you are requested to provide a copy of your valid Aadhar card to Tata Communications at the time of Onboarding. Please note, it is mandatory for personal details as per Aadhar card (like name, date of birth (DD/MM/YYYY) & gender) to match with earlier UAN. In case this is your first employment, please ensure you possess a valid Aadhar card. Also, please ensure all the details mentioned on the Aadhar Card are correct. If there is any mismatch in Aadhar details, please share the corrected copy of Aadhar Card.
4. Your probation period will be for period of 6 months or such longer period as may be extended by the Company in its sole discretion, based on your conduct and performance. You will be duly notified of any such extension. In the absence of such notification from the Company within 30 days from the end of such 6 months period, you will be deemed to be confirmed.
5. You shall be governed by the Company's policies, rules and regulations as applicable from time to time and shall carry out the roles and responsibilities assigned to you by the Company and /or its affiliates. We expect that you will not engage yourself in any other trade, profession or vocation, directly or indirectly, part time or full time, whether for gainful purpose or otherwise. You agree that, during the course of employment with the Company, you will not engage yourself in any other trade, profession or vocation, directly or indirectly, part time or full time, whether for gainful purpose or otherwise. You shall not be entitled to assign your duties, responsibilities and obligations under this offer letter to any other person.
6. In the course of your employment, you would be privy to Confidential Information (as defined below), which may have been entrusted or other-wise become known to you. All Confidential Information is deemed to be the property of the Company and /or its affiliates or their respective licensors (as the case may be). Any Confidential Information must not be disclosed during or any time after this employment to any third party without prior written consent of the Company. During and after the course of your employment, you shall not remove from the Company's premises, any documents, records, files, papers, correspondence, computer printouts, computer programs, computer software, microfilm, or other similar documents containing Confidential Information, including copies thereof, whether prepared by you or others, except as required in the performance of your duties, and in such cases, you shall promptly return such items to the Company. After the course of your employment with the Company or at any time as required by the Company, all such items including summaries or copies thereof, then in your possession, shall be returned to the Company immediately. You hereby agree that the return of such items shall be a condition precedent to you receiving, upon termination of your employment or at any time thereafter, any compensation or other amounts due to you from the Company. By accepting this offer, you also undertake to indemnify the Company and its affiliates from any loss or damage arising from any breach of these terms and conditions by you.



For the purposes of this offer letter, 'Confidential Information' includes, without limitation: (a) the contents of this offer letter; (b) any financial, business, planning, operations, services, potential services, products or potential products, including business plans, budgets and projections of the Company or its affiliates; (c) technical information, know-how, software specifications, information technology, infrastructure and intellectual property of the Company or its affiliates; (d) purchasing, marketing, sales, personnel or supplier data or other information of the Company or its affiliates; (e) any papers, data, records, processes, methods, techniques, systems, models, samples, devices, equipment, compilations, invoices, customer lists, research reports or documents of the Company or its affiliates; (f) any confidential information or trade secrets of any third party provided to the Company or its affiliates in confidence or subject to restrictions or limitations on use or disclosure; and (g) any other sensitive and commercially valuable information of the Company or its affiliates.

7. Your joining will be subject to successful clearance of background verification to our satisfaction. The background verification will include but not limited to Education and prior employments. Your current employment verification will start after your joining. Further, your employment with Tata Communications is subject to successful clearance of background verification to our satisfaction. You hereby give your consent to the Company to undertake background checks either on its own or through its authorized representatives to verify the contents of your application, including previous employment and academic qualifications, and for the said purpose you hereby consent and authorize the Company to disclose the contents of your application to the aforesaid persons. You agree to undergo and comply with certain intervening process compliances as required by the Company prior to your date of joining the Company failing which the Company reserves the right to terminate and or withdraw this offer letter.

In case any information or details provided by you is found to be untrue or incorrect or your background check not being positive to the Company's satisfaction, or in the event that any of your actions result in a violation of the Code (defined below), this letter (along with any supplementary letters or documents in relation thereto) and or your services (as applicable) will be liable to termination with immediate effect (without any notice or payment in lieu thereof).

8. On your joining you will be handed over a copy of the Company's Code of Conduct ('Code') and you will be required to sign your acceptance of the same.
9. (a) The Company may terminate this appointment by giving you one month's notice or basic monthly salary in lieu of the said notice period during the probation period; or following confirmation, three months' notice; or basic salary in lieu of the said notice period.

(b) You may terminate this appointment by giving one month's notice or basic monthly salary (along with the GST (as applicable) thereon) in lieu of the said notice period during the probation period; or following confirmation three months' notice or basic salary in lieu of the short fall in notice period, along with the service tax, as applicable thereon, provided you have served at least 2 months' notice in case of the latter;

Upon the termination of your employment with the Company, or at the request of the Company any time prior to termination, you shall return to the Company, or destroy, as may be directed by the Company, all Company property and documents, including notes, memoranda, correspondence and other documents containing any Confidential Information, Inventions (as defined below) and intellectual property rights, on whatever media and wherever located. You shall not retain copies of any Confidential Information, Inventions or other material without the Company's prior written consent.

You shall not, at any time after the termination of your employment, present or hold yourself out



as being in any way connected with or interested in the Company or in the business of the Company, or directly or indirectly make, publish or otherwise communicate any derogatory or defamatory statements whether in writing or otherwise concerning the Company or any of its directors, employees, officers, shareholders, agents, consultants or advisors.

10. Other Benefits:

Group Mediciclaim Policy: An employee would be covered under group Mediciclaim policy from his/her date of joining. It includes employee, his/her spouse, 2 dependant children up to 25 years of age. Further, you may opt to cover parents and/or parent in-laws for which applicable premium rates shall be borne by you. Please refer to the company's Group Health Insurance Policy for more details.

You acknowledge and agree that your (a) acceptance to the Code; and (b) successful completion of various mandatory training courses allocated to you by the Company from time to time during the tenure of your employment; both to the satisfaction of the Company, are material conditions amongst other terms of your employment with the Company. Therefore, payment of your eligible variable pay/bonus/incentives (if any) shall be subject to your compliance with conditions mentioned in (a) and (b) above. Company may, in its discretion, withhold such payment until and unless you comply with such material conditions of your employment to the Company's satisfaction.

The benefits mentioned above are governed by the Company policies, rules and regulations and it can be amended, altered and modified from time to time. You agree to keep your remuneration details confidential and not disclose them to any person without the prior written consent of the Company.

11. **Relocation:** In the event of your separation from the services of the company within 12 months if any relocation expenses paid will be recovered as part of the full and final settlement.
12. **Intellectual Property**
1. You hereby recognize and agree that all ideas, processes, methods, know-how, inventions, enhancements, plans, writings, work results and other developments or improvements (the 'Inventions') conceived of by you, alone or with others, during the term of your employment with the Company, whether or not during working hours, shall be the sole and exclusive property of the Company. You further agree that you shall promptly disclose all Inventions to the Company. You hereby waive and assign to the Company without charge all present and future rights that you have or may have in those Inventions, including without limitation any patents, copyrights, trademarks, industrial property rights, the right to be named and other intellectual property rights or applications in respect thereof. At the request of, and without charge to, the Company, you shall do all things deemed by the Company to be reasonably necessary to perfect title to the Inventions in favour of the Company and to assist in obtaining for the Company such patents, copyrights, trademarks or other protection as may be available under applicable law and deemed desirable by the Company, including but not limited to executing and signing any and all relevant applications, deeds of assignments or other instruments. In addition, you shall make it possible for the Company and its successors and assignees to receive the full and exclusive usage and advantages of the working results.
 2. You are obliged to prepare a reasonable documentation of your Inventions, whether they are patentable or protectable by copyright, and you are obliged to keep them updated. Such documentation shall be made accessible at any time to the Company, and the property therein is to be transferred to the Company, pursuant to clause 12.1
 3. In respect of the fulfilment of the obligations or any other activity in connection with the transfer of rights under or in connection with this agreement, you shall not receive any further remuneration other or in addition to what is stipulated under this letter and appraisal (if any)



during the employment relationship. Only such costs will be reimbursed or paid, as the case may be, that were incurred at the demand of the Company.

4. Any utilization of Inventions shall be deemed to be compensated by way of payment of remuneration to you as stipulated under this letter. You shall not be entitled to any special inventor's bonus/payouts.

5. You further covenant with the Company that you shall not, at any time after termination of your employment with the Company, use or procure the use in any manner whatsoever of any registered or unregistered trademarks, service marks, trade designs, logos or other devices of the Company and/or its affiliates used prior to or as of the date of termination of your employment by the Company, or deceptively similar to or liable to be confused with such trademarks, service marks, trade designs, logos or other devices of the Company and/or its affiliates.

13. **Taxation:** It shall be your responsibility to meet all requirements under the income tax laws, including tax compliance and filing of tax returns, whether payable in India or elsewhere, which may result from your remuneration. The Company shall be entitled to deduct applicable taxes at source from your salary, in accordance with prevailing laws of India.
14. **Governing Law and Jurisdiction:** This agreement is governed by and construed in accordance with the laws of India and is subject to the jurisdiction of the Courts at Mumbai.
15. **Foreign Nationals** 1. In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Tata Communications or its affiliates.
2. You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Tata Communications shall be at liberty to demand copies / originals of such permission and you shall be under obligation to provide the same.
3. It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Tata Communications and/or its affiliates. Any time after the execution of this Offer, if it is found that you do not have required work permit / visa, Tata Communications India and/or its affiliates shall terminate your employment, without notice, with immediate effect, without any liability towards you.
4. In case of any change in your nationality during the course of your employment you shall be under obligation to notify the same to the company, and the said change in your nationality may lead to revision in employment conditions including but not limited to compensation.
16. If any time during your employment you owe any amount to Tata Communications or its affiliates, Tata Communications and/or its affiliates has the right to deduct from your pay/salary any sums which you may owe, including without limitation, any over-payments or loans made to you by Tata Communications and/or its affiliates or any demand raised by any judicial authority.
17. **All statutory benefits like PF, Gratuity etc shall be governed as per the prevailing rules notified by Government of India. Such amount shall be adjusted/deducted from your monthly/periodic payouts and may impact the net take home accordingly**
18. **Non-Solicitation**

You acknowledge that Tata Communications will be expending considerable time and resources in training you to enable and perform your roles and responsibilities for the benefit of the organization and any breach of the terms hereinafter contained would result in loss to Tata Communications or its group companies (in India or otherwise).



You hereby covenant and agree that during the Term and for a period of [6 (Six) months] succeeding it, you shall not, directly or indirectly: (a) offer to hire, hire or recruit or attempt to offer to hire, hire or recruit any officer, director, employee, consultant or individual associated with Tata Communications or encourage any of them to terminate their relationship with Tata Communications;

(b) unless required under applicable law, disclose to any third party the names, backgrounds or arrangements with any client/ customer or any employees of Tata Communications or otherwise identify them as potential candidates for employment.

Yours Sincerely,

I ACCEPT THIS OFFER OF EMPLOYMENT

Signature:

Date: 11/3/2022

DocuSigned by:
Mridul Chandra
87A29E3430417

Mridul Chandra, Vice President-Human Resource



Annexure II
Onboarding Logistics

Welcome to Tata Communications!

We are pleased to have you on board with us and hope that this association will be a mutually enjoyable and enriching one.

As a part of the joining formalities, you will be required to complete a set of documentation on the Onboarding system. Below mentioned tasks are mandatory to be completed, which will help us to initiate your onboarding and background check formalities which will be performed by an external agency empaneled for this purpose. As a joining process, its mandatory for your background screening to be completed, as mentioned in clause 7 of this letter, before your date of joining or else it might get deferred.

Tasks and list of details required to be completed at onboarding stage

Task	Documents/details required to complete the task
Personal Information	Details of national id, emergency contact details, dependent information, and other personal information
Policy Completion	E-signing of company policies documents
Compliance Forms	E-signing of compliance forms
Badge Photo	Scanned Copy of Passport size color Photograph (White background only)

We have a tie up with HDFC Bank, ICICI Bank, AXIS and Citibank for direct credit of salaries. In-case you do not have an account in any of these banks, we will provide you necessary assistance post your joining for opening an account in any of these banks.

Best Regards,

Onboarding Team



Vaccination Update

COVID 19 pandemic has impacted almost every aspect of life including the way we work, global economies, interaction with our loved ones, etc.

With continuous efforts made by the health care industry, the vaccines are made available to us in the country. It has become of utmost priority for us to get ourselves vaccinated to ensure the safety of ourselves and everyone around us to stop the spread of the virus.

In this connection, you may be asked to provide the vaccination status of yourself and your dependents during the completion of your onboarding formalities.

If you are not vaccinated yet, you may continue the efforts of getting vaccinated from available resources near you – the Government or from a private institute.

You can also get vaccinated at any nearby vaccination drive taking place in your city when conducted by the company as per the standard HR Policy.

We strongly urge each one of us to take the necessary precautions, stay safe, act responsibly, avoid non-essential travel, take preventive measures, and adhere to the prescribed regulations shared by the government, always - even after receiving the vaccine



Welcome to TATA Communications

Guidelines for background verification process & onboarding tasks

We would like to introduce you to our Global screening partner who will assist and perform background screening for you on behalf of Tata Communication as an integral part of onboarding formalities.

As part of your onboarding, you will be getting links from the onboarding tool to complete your documentation and onboarding formalities along with which your data will be shared with the screening partner to initiate your background screening process. Request you to follow and complete the details mentioned in the notifications from the onboarding tool accordingly.

Documents to be kept handy during onboarding process

Education check: Degree copies or Final year Mark sheet

Employment check: Relieving letter or Service certificate or Experience letter. Contact details of previous employers.

Criminal Check: 5 years of complete address history

Address Check: 5 years of complete address history

ID check: Valid passport, National id (Pan Card & Aadhar card)

The screening partner would co-ordinate with you directly in case of any additional requirements. Please take some time to carefully update the details that are required to process the verification.

We would request you to accelerate the process from your end to ensure quick completion of the onboarding formalities. In case of any query / clarification, while updating / uploading information, the applicant can reach out to Global Onboarding Team.

Kind regards,
Global Onboarding Team
GlobalOnboarding@tatacommunications.com



Dear New Hire,

Thank you for choosing to join Tata Communications.

To ensure we are giving you a smooth onboarding process, we would like to give you an overview of the upcoming events from onboarding and background verification standpoint.

Shortly you will receive login credentials to 2 different tools on your personal email ID used to apply for the job. Once you receive the same, you are expected to login to both the tools and complete all the documentation within 2 days of receiving the welcome notification.

- **Prism Onboarding Tool:** Look for an email with subject 'Welcome to Tata Communications' from Prism notification. You will be asked to complete the following tasks on Prism onboarding tool:
- Provide additional information for your onboarding
- Completing your profile
- Complete additional onboarding task
- Complete E- signing of documents

Note: These tasks are dependent on completion of earlier tasks and will appear on the onboarding dashboard once you complete the preceding task.

In case you do not get this email within 2 days of accepting the offer or you face any issues while completing the tasks, you may drop an email to globalonboarding@tatacommunications.com

- **Background Verification tool:** You will receive an email with the subject 'Background Check for Tata Communications | Submit your profile' with the login credentials to complete the documentation on the BGV portal. Documents to be kept handy for completion of tasks are as below:
- National ID copy (if applicable)
- Highest education documents
- Previous 2 employment documents (if applicable)
- Address details and proofs (if applicable)

Note: Background verification process is not applicable if you are joining us through TATA group transfer.

Ensure you complete the documentation on the BGV tool within 2 days of receiving this email. In case you face any issues while completing the tasks, you may reach out to globalbgv@tatacommunications.com

Please note, your joining will be subject to completion of all the tasks on both the tools. Noncompletion of the same will result in delay in onboarding.

Thank you,
Global Onboarding Team



Zoho Corporation Private Limited

Plot 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu. 603 202.

Ph: +91- 44 - 6744 7070

www.zohocorp.com

SEZ Unit

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Date: 08-Oct-2022

To

Ms. MAHALAKSHMI,
11/45, EAST STREET,
KAMATACHI NAGAR, PAZHANGANATHAM, MADURAI-625015,
TAMIL NADU.

SI

Dear MAHALAKSHMI,

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED**.

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of **Rs.20000/- (RUPEES TWENTY THOUSAND ONLY)**. The following offer is valid, subject to successful completion of your project.

(Note: The above may not apply to you if your college does not permit internships)

REMUNERATION

Your annual Cost to Company will be **Rs.600000/- (RUPEES SIX LAKH ONLY)**. The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.

Corporate Identification No: U40100TN2010PTC075961

e-mail ID: hr-team@zohocorp.com



ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.





NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment .

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **07-Nov-2022**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,

For Zoho CORPORATION PRIVATE LIMITED

M.J.Sohail
Manager - HR & Global Operations

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature:

Date of Offer acceptance: 08 Oct 2022

Name : MAHALAKSHMI

Place : Madurai





ANNEXURE A

Bor
Dr. B. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

NAME : MAHALAKSHMI
DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	20000	240000
HRA	10000	120000
Other Allowance & Flexible component	17600	211200
Gross Salary	47600	571200
Employer Provident Fund (12% of Basic+TA)*	2400	28800
Cost To Company (CTC)	50000	600000
Prosperity Sharing Plan		100000
Compensation for the first year		700000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:

PROSPERITY SHARING PLAN

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Mediciclaim policy for a sum insured of **Rs.500000/- (RUPEES FIVE LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The Insurance coverage is worth of **Rs.3000000/- (RUPEES THIRTY LAKH ONLY)**.

Please note that the above mentioned Insurance schemes are subject to change based on yearly renewal





Dr. G.K. Raajesh

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Massey-625 015

Hi Manivel Prakash V,

Congratulations on your selection at Tata Elxsi!

Please submit below documents for completion of your joining process

- Relieving letter(s) & Experience Certificate(s) from all your previous Organisations covering your entire experience.
- Your salary certificate / payslips (Latest 3 months Pay Slips from your immediate previous employer).
- Certificates of 10th & 12th Classes.
- Graduation Certificate & Marks Sheets.
- Post Graduation Certificate & Mark Sheets (If applicable).
- Passport Details (Number, Date, Place of Issue and Validity) with copy of first four and last two pages. Please get the self-attested copies of first four and last two pages of pass port.
- Last Employer's PF Membership No. (If applicable).
- Passport Size Photograph (White Background).
- Copies of Pan Card, self attested.
- Copies of Aadhar Card, self attested.

The offer should be signed (at the end of every page) and shared back to us.

Joining process will start by 9:00 AM on your joining date.

Note: Joining formalities will not be carried out if any of the mandatory documents is not submitted. Joining formalities will be done on the day when all the required documents are brought by you.

Looking forward to your joining the TATA ELXSI FAMILY!

for Tata Elxsi Limited,

Rajagopalan S.

Head - Human Resources

TATA ELXSI

Registered Office Tata Elxsi Limited ITPB Road Whitefield Bangalore 560 048 India

Tel +91 80 2297 9123 Fax +91 80 2841 1474

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29 May, 2023

Manivel Prakash V
No 3/258, Ramalinga Adigalar Street, Yagapanagar- 625020

Dear Manivel,

We are pleased to appoint you as **Engineer** or in such other capacity as the Management of the Company shall from time to time determine, under the following terms and conditions:

1. Appointment:

You will be required to join us on **26 June, 2023**.

(The Company reserves the right to advance / postpone the date of joining.)

1.1. Your date of appointment is effective from the date of joining.

2. Code of Conduct:

- 2.1. The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.
- 2.2. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of your job, skills, specific background and professional merit. Accordingly your salary and any changes made to it, is strictly confidential, and you shall treat it accordingly.
- 2.3. You shall maintain proper discipline and dignity of your office and shall deal with all matters with sobriety.
- 2.4. You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- 2.5. You shall inform the Company of any changes in your personal data within 3 days of the occurrence of such change. Any notice required to be given to you shall be deemed to have been duly and properly given if delivered to you personally or sent by post to you at your address in India, as recorded in the Company.
- 2.6. You will observe work timings and holidays as applicable to your location and place of work.

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3. Training & Probationary Period:

- 3.1 You will be on training for the first 6 months. During the training period, you will be subject to assessment at various stages and you are expected to meet the minimum acceptable criteria for your continuity in the Company and subject to submission of Provisional Degree Certificate (PDC) of the University with 60% or 6.0 CGPA in aggregate.
- 3.2 Post the above, you will be on probation for the next 6 months. On meeting the minimum acceptable criteria and on completion of the probation period, if found suitable in the appointed post, you will be confirmed in writing by the Company. The terms and conditions of this letter shall continue to bind you or as may be amended by the Company from time to time.
- 3.3 Based on your performance, the Company is at liberty to terminate your services, if found unsatisfactory at any time during the Training or probation period, or extended probation period, as it deems necessary.

4. Salary:

- 4.1. During the period of probation you will be entitled to salary and perquisites as detailed in the annexure. The Company in writing will communicate any change in compensation to you.
- 4.2. Compensation structure detailed in the attached annexure is for a posting in Chennai. The compensation structure is based on location of posting and any change in compensation arising out of a change in location of posting will be communicated to you in writing.

5. Initial Posting and Subsequent Transfers:

Your initial posting can be at any of our design & development centers in Chennai. You will be liable to transfer in such capacity as the Company may from time to time determine to any other location, department, establishment, factory or branch of the Company or subsidiary, associate or affiliate of the Company in India or abroad without claiming any extra remuneration for such transfers.

6. Leave:

- 6.1. You will be entitled to leave and other benefits in accordance with the rules / policies of the Company.

7. Other Work:

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Engineering Creativity



- 7.1. Your position is a full time employment with the Company and you shall devote your whole time and attention to the Company's business entrusted to you. You will not take up any other work for remuneration (Part-time or otherwise) or work in advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without the prior written permission of the Chief Executive Officer of the Company.

8. Termination:

- 8.1. During the period of training / probation, your services shall be terminable by giving one month's notice or one month's basic pay in lieu thereof on either side at the sole discretion of Tata Elxsi management. On confirmation of your services in the Company, your services shall be terminable by giving three months notice or three months basic pay in lieu thereof on either side at the sole discretion of Tata Elxsi management.
- 8.2. In the event that you want to terminate your employment with the Company, while on a project at customer's site in India or abroad you will be required to give a minimum of 90 days notice, to enable smooth transition and transfer of technology. The actual date of release will be mutually decided with the consent of the concerned client and your superior and the said date of release shall not be unreasonably withheld provided you are able to handover charge satisfactorily within the 90 day period. This minimum notice of 90 days cannot be adjusted with payment in lieu of notice period as mentioned in clause 8.1 above or adjusted against the Privilege Leave.
- 8.3. During the term of your employment with the Company, if the Company decides to enroll you for Training/Development Program abroad, you shall not leave or abandon the services of the Company for the time period set forth in a separate agreement from the date of completion of such Training and Development Program. On completion of such time period, if you wish to leave the services of the Company, you shall be bound to provide prior notice in writing as per the terms of this Employment Agreement / Offer letter.
- 8.4. You will be liable to termination from service by the Company without notice if:
- Any declaration given by you or any testimonials furnished by you to the Company is found to be false, or,
 - You are found to have willfully suppressed any material information, or,
 - You are found to have been convicted for or indulged in criminal, subversive or immoral activities, or,
 - You are found to have indulged in financial irregularities; or
 - You breach any of the terms and conditions of your employment as specified in this letter, or of any further official communication from the Company.

9. On Separation:

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- 9.1. On communication of the termination/resignation of your employment with the Company, you will immediately give up to the Company before you are relieved, all documents of the Company including correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and shall not make or retain any copies of these items.

10. Background Check:

You are advised that, before or after joining the services, the Company or its Client(s) may conduct a background check such as past employment, education, financial & criminal check, including any other information that has been furnished by you. The Company reserve the right to withdraw any offer of employment or terminate your appointment immediately, without any liability should the results of your background investigation found negative.

11. Intellectual Property and Confidential Information:

11.1. Information pertaining to the Company's operations and its clients shall remain secret and safeguarded by you. On joining the Company, a formal agreement to effect non-disclosure of confidential information and intellectual property etc. shall be executed by you. You will also keep us duly informed if you are bound by any confidentiality agreement with any of your previous employers, in which case you shall keep us indemnified against any breach thereof by you. Any Intellectual Property or Patents developed by you during your service will be the property of Tata Elxsi Limited. After leaving the services of the Company, you shall keep confidential and proprietary information and technologies, which you were involved with during your service with the Company and shall render yourself liable to damages and costs arising out of breach of such confidentiality.

11.2. You shall irrevocably, unconditionally and free of any cost, royalty or compensation, assign to TEL all rights, title and interests including the transfer rights and Intellectual Property Rights in all products, designs, software, all embedded, intermediary, base software technology which is created or developed by you during the course of your employment. TEL shall have the right to obtain and hold in its own name, copyrights, trade-marks and other applicable registrations and seek such other protection as may be appropriate to the work, product and all designs, software created by you and you shall also provide TEL or any person designated by TEL all assistance as may be required to establish and / or perfect the rights defined in this clause.

11.3. **Data Protection Regulation- Personal Data:** You acknowledge and agree that TEL or any of its affiliates or group companies may process your personal data/ sensitive data. You also hereby provide explicit consent to the company to transfer such personal/sensitive data outside the country in which you are employed. TEL will process

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Tel +91 80 2297 9123 Fax +91 80 2841 1474

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(One of the Tata Group Companies)



your personal data in the performance of a contract as your employer, to ensure to meet the employer obligations and the requirements of employment law. Your personal/sensitive data as part of legal obligation for business accounting, payroll, tax, immigration purposes. Your personal/sensitive data shall be under legitimate interests to carry out background checks as part of our due diligence measures. You hereby give your explicit consent to TEL to process such personal/or sensitive data.

12. Adhering to Safety Standards:

- 12.1. The Company strives to provide each employee with a safe and healthy work environment. Each employee has responsibility for maintaining a safe and healthy workplace for all employees by following safety and health rules and practices and reporting accidents, injuries and unsafe equipment, practices or conditions.
- 12.2. Violence and threatening behavior are not permitted. Employees should report to work in condition to perform their duties, free from the influence of illegal drugs, smoking, chewing of tobacco or alcohol. The use of alcohol and/or illegal drugs in the workplace will not be tolerated.
- 12.3. Tata Elxsi has implemented its Healthy and Safety process based on ISO 45001. You are expected adhere to the Health and Safety Policy and promptly report any potential health and safety issues as per the reporting mechanism stipulated under the Health and Safety Policy. This act may help us maintain our own safety, as well as the safety of our fellow co-workers.

13. Protection of Interest:

- 13.1. If you conceive any new or advanced methods of improving process / formulae / systems in relation to the operations of the Company, such development will be fully communicated to the Company and will be and will remain sole right / property of the Company.

14. Client Management:

- 14.1. On Termination / Resignation of employment for what-so-ever reasons, you will not seek employment opportunities with our principals, customers and any other person / entity, with whom you had a business relationship / technical engagement within one year from your last working day in the Company. In the event the Company is of the reasonable opinion that you are terminating your employment with the Company to pursue an occupation in violation of this Clause 12, then the Company reserves the right to, at its sole discretion, refuse to accept any letter of termination, by whatever name called, of your employment with the Company. The Company further reserves the right to

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approach a Court of competent jurisdiction and obtain an injunction preventing you from terminating your employment with the Company and/or recover damages there from.

15. Non-solicitation:

- 15.1. During the period of employment and for a period of two years following your termination of employment with the Company, irrespective of the circumstances of or reasons of the termination, you will not, directly or indirectly, solicit, hire or employ, or assist anyone else to solicit, hire or employ, any other employee of the Company. At no time you may directly or indirectly seek to induce any other employee of the Company to leave the employment of the Company or to become associated with, or perform services of any type for any third party.
- 15.2. During the period of employment and for a period of two years following your termination of employment with the Company, irrespective of the circumstances of or reasons of the termination, you will not, directly or indirectly, solicit, induce or encourage any customer or vendor of the Company to move his/her existing business with the Company to a third party or to terminate his/her business relationship with the Company.

16. Retirement:

- 16.1. You will retire in the month of your attaining the age of 60 years.

17. Original Certificates:

- 17.1. You are required to produce Original certificates / testimonials for our reference & verification on the day of joining.

18. You are requested to join us on the date as indicated to you in **clause 1** of this letter ("**Date of Appointment**").

19. Jurisdiction and Dispute resolution:

- 19.1. Any dispute which may at any time hereafter arise between the parties hereto, shall be referred to a single arbitrator to be appointed by the Company Secretary of Tata Elxsi Ltd. in accordance with and subject to the provisions of the arbitration and conciliation act, 1996. It shall be open to any one of the parties to move the Company Secretary to appoint the arbitrator and refer dispute to arbitration. The decision/award of such an arbitrator shall be binding on the parties hereto. The venue of arbitration shall be Bangalore. The Courts in Bangalore shall have exclusive jurisdiction to the exclusion of all other Courts.

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(CIN: L25110KA1998PLC000000)



19.2. You will be required to produce one set of photocopies and the originals of certificates / testimonials on the day of joining. Photocopies will be retained for our records and originals will be returned to you upon verification.

19.3. Please note that while on employment, you will be governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you.

We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association.

Wishing you the best in your career,

For Tata Elxsi Limited,

Rajagopalan S.
Head - Human Resources

Declaration

I acknowledge that I was provided with an unsigned copy of this Agreement in advance of signing the same and was accorded ample opportunity to read and seek whatever clarification I needed related to the Agreement. I have read and understood the above terms and conditions of employment and am accepting the same. I will be reporting for duty on as indicated to me in **Clause 1** of this letter ("**Date of Appointment**"). By signing this Agreement, I consent to the Company for collecting, retaining and processing my personal/sensitive data.

Date:

Signature: _____

TATA ELXSI

Registered Office **Tata Elxsi Limited** ITP6 Road Whitefield Bangalore 560 048 India

Tel +91 80 2297 9123 Fax +91 80 2841 1474

www.tataelxsi.com

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Annexure 1

Annexure to: **Manivel Prakash V**

Appointment Letter Dated: **29 May, 2023**

Name	Manivel Prakash V
Level	D
Designation	Engineer
BU	TBU
Location	Chennai


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

	Amount in INR
Basic	15,500
House Rent Allowance	7,750
Flexible Benefit Plan**	18,578
Statutory Bonus *	1,400
Monthly Salary	43,228

Deferred Benefits (Annualised)

Provident Fund (As per the PF Act 1952)	22,320
Gratuity (As per the Gratuity Act 1972)	8,947

Annual Gross Salary **5,50,003**

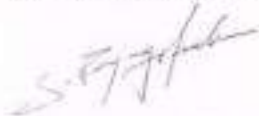
Medical Insurance (Hospitalisation) coverage as per Company policy as amended time to time.

Group Term Life (Personal Accident + Life Insurance) Coverage as per Company policy as amended time to time.

*As per the Payment of Bonus Act 1965

**Please refer the annexure for details of FBP

For Tata Elxsi Limited,



Rajagopalan S.
Head - Human Resources

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Annexure 2

Annexure indicating breakup of FBP components applicable to grade "D"

1. Telephone / Cell phone expenses (Not exceeding Rs.15,000/- p.a.).
2. Membership for Technical Societies (not exceeding Rs.6000/- p.a.).
3. LTA (tax free twice in 4 years as per prevailing Income Tax rules).

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Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

HR-SSC/Offer/22-23/304043

03-Nov-2022

Merryl Mekana P

Kanyakumari

Dear Merryl Mekana,

We are pleased to offer you the position of Engineer - Software Development at B2-1 band and your base location will be Chennai-JTP.

Your appointment will be effective on your joining date i.e. 17-Jul-2023. Please contact your recruiter immediately in case there is any alteration in the joining date. The other terms and conditions of your employment shall be as per enclosed annexure(s) that form part of this offer letter.

The other terms and conditions of your employment shall be as per enclosed annexure(s) that form part of this offer letter.

Mandatory Requirements:

- Ensure to return a digital copy of this letter as an acceptance of the offer within 2 working days of receipt of the offer letter release it will automatically stand withdrawn in absence of completion of the following within the Offer Period.
- You will soon receive a notification from the onboarding system once you accept the offer to complete mandatory documentation online
- This offer of appointment is conditional to positive clearance of background and reference check. You will receive notification email with a link directly from our background screening partner to complete few details on their portal and upload documents.
- Ensure you complete your online Onboarding formalities within 2 days of the onboarding welcome notification received else your joining will get deferred.

Induction Process – As part of your joining activity you need to complete the Induction Program. You will be getting Induction invite from Global Onboarding team with the details of the schedule prior to your joining date.

Your point of contact for any recruitment related queries will be "Janani K". You can drop an e-mail at "Janani.K1@tatacommunications.com".

We take this opportunity to welcome you to Tata Communications Limited and invite you to participate in the enriching experience of building a world-class organization

TATA COMMUNICATIONS

Tata Communications Limited

Regd. Office : VSE Mahatma Gandhi Road Fort Mumbai – 400 601

Tel : +91 22 9657 8765 Fax : +91 22 96395192 email : askhr@tatacommunications.com

CIN no. : L64200MH1989PLC039266 web site www.tatacommunications.com



Your annualized compensation package will be INR 770000. Please find below a detailed breakup of your compensation.

Compensation Break-up	Annual Amount (INR)
Basic	308000
Annual Allowances	425040
Provident Fund	36960

Dr. G. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

In view of the New Wage Code announced by the government, the compensation structure is likely to change in FY22. When the final rules are notified by the government, some of the items within OTE might increase/ decrease accordingly.

The compensation being offered to you relates to the specific job position you are being offered in this letter. Please note that if, during the course of your employment with Tata Communications, you are offered and accept a different job role through the internal job transfer program or otherwise, the compensation associated with that job role may be different in amount and/or structure. You will be advised of any such difference at the time you are offered any other job role within Tata Communications.

Gratuity: You are entitled to Gratuity Benefit which shall be payable upon separation as per the applicable provisions under the Payment of Gratuity Act (1972). The annual contribution towards gratuity benefit is not shown in compensation break-up.

Flexible Compensation Component: You have an option to choose the component from the defined list of benefits as per your requirement (subject to income tax and other applicable laws). Flexible compensation can be allocated under the following heads:

- Children's Education and Hostel Expense
- House Rent Allowance
- Leave Travel Assistance
- Vehicle Running Expenses
- Professional Development Reimbursement
- National Pension Contributions
- Special Residual Allowance: Any amount lying unallocated from the flexible allowance after distribution across the components specified above will be paid as Special Residual Allowance.

Declaration of Flexible Compensation Components: In case date of joining falls between 1st - 15th of the month, salary will be processed in same month and employee will have the option to allocate Flexible compensation components during the period 5th -10th of the next month, and if the date of joining falls between 16th - 31st of a month, salary would be processed in the next month's payroll cycle and employee will have the option to declare Flexible components during the period 5th - 10th of the subsequent month after their salary is processed.

By accepting this offer letter, you also accept and agree to work in shifts, as per the requirement of the Organisation/Projects, which will be intimated to you on time to time basis, during your employment with company.



Annexure I
Terms and conditions

1. Your grade/band and designation will be as per details mentioned in this letter. However, it may be noted that designations, job grades/bands could change from time to time depending on Company requirements and in accordance with HR policies.
2. The Company may transfer you across function / location / affiliates as per its business requirements. You may be required to work on matters pertaining to the Company and /or its affiliates, as decided and communicated by the Company from time to time.
3. As per guidelines from the Government of India, it is mandatory for an organization to maintain KYC documents of all its employees including the new joiners for statutory compliances. Hence you are requested to provide a copy of your valid Aadhar card to Tata Communications at the time of Onboarding. Please note, it is mandatory for personal details as per Aadhar card (like name, date of birth (DD/MM/YYYY) & gender) to match with earlier UAN. In case this is your first employment, please ensure you possess a valid Aadhar card. Also, please ensure all the details mentioned on the Aadhar Card are correct. If there is any mismatch in Aadhar details, please share the corrected copy of Aadhar Card.
4. Your probation period will be for period of 6 months or such longer period as may be extended by the Company in its sole discretion, based on your conduct and performance. You will be duly notified of any such extension. In the absence of such notification from the Company within 30 days from the end of such 6 months period, you will be deemed to be confirmed.
5. You shall be governed by the Company's policies, rules and regulations as applicable from time to time and shall carry out the roles and responsibilities assigned to you by the Company and /or its affiliates. We expect that you will not engage yourself in any other trade, profession or vocation, directly or indirectly, part time or full time, whether for gainful purpose or otherwise. You agree that, during the course of employment with the Company, you will not engage yourself in any other trade, profession or vocation, directly or indirectly, part time or full time, whether for gainful purpose or otherwise. You shall not be entitled to assign your duties, responsibilities and obligations under this offer letter to any other person.
6. In the course of your employment, you would be privy to Confidential Information (as defined below), which may have been entrusted or other-wise become known to you. All Confidential Information is deemed to be the property of the Company and /or its affiliates or their respective licensors (as the case may be). Any Confidential Information must not be disclosed during or any time after this employment to any third party without prior written consent of the Company. During and after the course of your employment, you shall not remove from the Company's premises, any documents, records, files, papers, correspondence, computer printouts, computer programs, computer software, microfilm, or other similar documents containing Confidential Information, including copies thereof, whether prepared by you or others, except as required in the performance of your duties, and in such cases, you shall promptly return such items to the Company. After the course of your employment with the Company or at any time as required by the Company, all such items including summaries or copies thereof, then in your possession, shall be returned to the Company immediately. You hereby agree that the return of such items shall be a condition precedent to you receiving, upon termination of your employment or at any time thereafter, any compensation or other amounts due to you from the Company. By accepting this offer, you also undertake to indemnify the Company and its affiliates from any loss or damage arising from any breach of these terms and conditions by you.



For the purposes of this offer letter, 'Confidential Information' includes, without limitation: (a) the contents of this offer letter; (b) any financial, business, planning, operations, services, potential services, products or potential products, including business plans, budgets and projections of the Company or its affiliates; (c) technical information, know-how, software specifications, information technology, infrastructure and intellectual property of the Company or its affiliates; (d) purchasing, marketing, sales, personnel or supplier data or other information of the Company or its affiliates; (e) any papers, data, records, processes, methods, techniques, systems, models, samples, devices, equipment, compilations, invoices, customer lists, research reports or documents of the Company or its affiliates; (f) any confidential information or trade secrets of any third party provided to the Company or its affiliates in confidence or subject to restrictions or limitations on use or disclosure; and (g) any other sensitive and commercially valuable information of the Company or its affiliates.

7. Your joining will be subject to successful clearance of background verification to our satisfaction. The background verification will include but not limited to Education and prior employments. Your current employment verification will start after your joining. Further, your employment with Tata Communications is subject to successful clearance of background verification to our satisfaction. You hereby give your consent to the Company to undertake background checks either on its own or through its authorized representatives to verify the contents of your application, including previous employment and academic qualifications, and for the said purpose you hereby consent and authorize the Company to disclose the contents of your application to the aforesaid persons. You agree to undergo and comply with certain intervening process compliances as required by the Company prior to your date of joining the Company failing which the Company reserves the right to terminate and or withdraw this offer letter.

In case any information or details provided by you is found to be untrue or incorrect or your background check not being positive to the Company's satisfaction, or in the event that any of your actions result in a violation of the Code (defined below), this letter (along with any supplementary letters or documents in relation thereto) and or your services (as applicable) will be liable to termination with immediate effect (without any notice or payment in lieu thereof).

8. On your joining you will be handed over a copy of the Company's Code of Conduct ('Code') and you will be required to sign your acceptance of the same.
9. (a) The Company may terminate this appointment by giving you one month's notice or basic monthly salary in lieu of the said notice period during the probation period; or following confirmation, three months' notice; or basic salary in lieu of the said notice period.

(b) You may terminate this appointment by giving one month's notice or basic monthly salary (along with the GST (as applicable) thereon) in lieu of the said notice period during the probation period; or following confirmation three months' notice or basic salary in lieu of the short fall in notice period, along with the service tax, as applicable thereon, provided you have served at least 2 months' notice in case of the latter;

Upon the termination of your employment with the Company, or at the request of the Company any time prior to termination, you shall return to the Company, or destroy, as may be directed by the Company, all Company property and documents, including notes, memoranda, correspondence and other documents containing any Confidential Information, Inventions (as defined below) and intellectual property rights, on whatever media and wherever located. You shall not retain copies of any Confidential Information, Inventions or other material without the Company's prior written consent.

You shall not, at any time after the termination of your employment, present or hold yourself out



as being in any way connected with or interested in the Company or in the business of the Company, or directly or indirectly make, publish or otherwise communicate any derogatory or defamatory statements whether in writing or otherwise concerning the Company or any of its directors, employees, officers, shareholders, agents, consultants or advisors.

10. Other Benefits:

Group Medclaim Policy: An employee would be covered under group Medclaim policy from his/her date of joining. It includes employee, his/her spouse, 2 dependent children up to 25 years of age. Further, you may opt to cover parents and/or parent in-laws for which applicable premium rates shall be borne by you. Please refer to the company's Group Health Insurance Policy for more details.

You acknowledge and agree that your (a) acceptance to the Code; and (b) successful completion of various mandatory training courses allocated to you by the Company from time to time during the tenure of your employment; both to the satisfaction of the Company, are material conditions amongst other terms of your employment with the Company. Therefore, payment of your eligible variable pay/bonus/incentives (if any) shall be subject to your compliance with conditions mentioned in (a) and (b) above. Company may, in its discretion, withhold such payment until and unless you comply with such material conditions of your employment to the Company's satisfaction.

The benefits mentioned above are governed by the Company policies, rules and regulations and it can be amended, altered and modified from time to time. You agree to keep your remuneration details confidential and not disclose them to any person without the prior written consent of the Company.

11. **Relocation:** In the event of your separation from the services of the company within 12 months if any relocation expenses paid will be recovered as part of the full and final settlement.
12. **Intellectual Property**
 1. You hereby recognize and agree that all ideas, processes, methods, know-how, inventions, enhancements, plans, writings, work results and other developments or improvements (the 'Inventions') conceived of by you, alone or with others, during the term of your employment with the Company, whether or not during working hours, shall be the sole and exclusive property of the Company. You further agree that you shall promptly disclose all Inventions to the Company. You hereby waive and assign to the Company without charge all present and future rights that you have or may have in those Inventions, including without limitation any patents, copyrights, trademarks, industrial property rights, the right to be named and other intellectual property rights or applications in respect thereof. At the request of, and without charge to, the Company, you shall do all things deemed by the Company to be reasonably necessary to perfect title to the Inventions in favour of the Company and to assist in obtaining for the Company such patents, copyrights, trademarks or other protection as may be available under applicable law and deemed desirable by the Company, including but not limited to executing and signing any and all relevant applications, deeds of assignments or other instruments. In addition, you shall make it possible for the Company and its successors and assignees to receive the full and exclusive usage and advantages of the working results.
 2. You are obliged to prepare a reasonable documentation of your Inventions, whether they are patentable or protectable by copyright, and you are obliged to keep them updated. Such documentation shall be made accessible at any time to the Company, and the property therein is to be transferred to the Company. pursuant to clause 12.1
 3. In respect of the fulfilment of the obligations or any other activity in connection with the transfer of rights under or in connection with this agreement, you shall not receive any further remuneration other or in addition to what is stipulated under this letter and appraisal (if any)



during the employment relationship. Only such costs will be reimbursed or paid, as the case may be, that were incurred at the demand of the Company.

4. Any utilization of Inventions shall be deemed to be compensated by way of payment of remuneration to you as stipulated under this letter. You shall not be entitled to any special inventor's bonus/payouts.

5. You further covenant with the Company that you shall not, at any time after termination of your employment with the Company, use or procure the use in any manner whatsoever of any registered or unregistered trademarks, service marks, trade designs, logos or other devices of the Company and/or its affiliates used prior to or as of the date of termination of your employment by the Company, or deceptively similar to or liable to be confused with such trademarks, service marks, trade designs, logos or other devices of the Company and/or its affiliates.

13. **Taxation:** It shall be your responsibility to meet all requirements under the income tax laws, including tax compliance and filing of tax returns, whether payable in India or elsewhere, which may result from your remuneration. The Company shall be entitled to deduct applicable taxes at source from your salary, in accordance with prevailing laws of India.
14. **Governing Law and Jurisdiction:** This agreement is governed by and construed in accordance with the laws of India and is subject to the jurisdiction of the Courts at Mumbai.
15. **Foreign Nationals**
1. In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Tata Communications or its affiliates.
 2. You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Tata Communications shall be at liberty to demand copies / originals of such permission and you shall be under obligation to provide the same.
 3. It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Tata Communications and/or its affiliates. Any time after the execution of this Offer, if it is found that you do not have required work permit / visa, Tata Communications India and/or its affiliates shall terminate your employment, without notice, with immediate effect, without any liability towards you.
 4. In case of any change in your nationality during the course of your employment you shall be under obligation to notify the same to the company, and the said change in your nationality may lead to revision in employment conditions including but not limited to compensation.
16. If any time during your employment you owe any amount to Tata Communications or its affiliates, Tata Communications and/or its affiliates has the right to deduct from your pay/salary any sums which you may owe, including without limitation, any over-payments or loans made to you by Tata Communications and/or its affiliates or any demand raised by any judicial authority.
17. **All statutory benefits like PF, Gratuity etc shall be governed as per the prevailing rules notified by Government of India. Such amount shall be adjusted/deducted from your monthly/periodic payouts and may impact the net take home accordingly**
18. **Non-Solicitation**

You acknowledge that Tata Communications will be expending considerable time and resources in training you to enable and perform your roles and responsibilities for the benefit of the organization and any breach of the terms hereinafter contained would result in loss to Tata Communications or its group companies (in India or otherwise).



You hereby covenant and agree that during the Term and for a period of [6 (Six) months] succeeding it, you shall not, directly or indirectly: (a) offer to hire, hire or recruit or attempt to offer to hire, hire or recruit any officer, director, employee, consultant or individual associated with Tata Communications or encourage any of them to terminate their relationship with Tata Communications;

(b) unless required under applicable law, disclose to any third party the names, backgrounds or arrangements with any client/ customer or any employees of Tata Communications or otherwise identify them as potential candidates for employment.

Yours Sincerely,

I ACCEPT THIS OFFER OF EMPLOYMENT

Downloaded by
Mridul Chandra
8745263420@4377

Signature:

Date: 11/3/2022

Mridul Chandra, Vice President-Human Resource

LISTC053

Muthukumar B
Chennai


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015
 

31 May 2023

Dear Muthukumar B,

We are delighted to make you this offer for appointment as **Software Analyst** at level L05 in our team at Lister Technologies Pvt. Ltd ("Company") a fully owned company of Bounteous Inc.. This offer is valid as per our understanding that you will join Lister Technologies Pvt. Ltd. on or before **31 May 2023**. Under the terms of this offer:

Total Compensation: Your annual salary will be **INR 1,000,000/- (Rupees Ten Lakh Only)**. Your Compensation will be inclusive of annual benefits such as the company's contribution to Provident Fund. As a regular full time employee, you are eligible to participate in the benefit package offered by the company's prevailing employee policy and practices. All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding and payroll taxes. The continuation of your employment is subject to the condition that you pass all the exams conducted by your university and submit all the necessary proofs for successful completion of your final semester examination on or before 31 October 2023. In case you have not passed all exams, this offer for full time employment with Lister Technologies Private Limited shall be null and void, effective (i) date of results being published or (ii) 31 October 2023, whichever is earlier.


- **Focal Review/Appraisal:** Performance reviews will be done on a periodic basis. Salary reviews and increments are done on annual basis, where the salary increase will be done by April for associates whose joining date falls between January to June. Salary increment will be done by October for associates whose joining date falls between from July to December.
- **Tax:** It is your continuous responsibility to meet all requirements under Indian tax laws including tax compliance and filing of personal tax returns in respect of all payments paid to you under this letter. Taxes on any payment made under this letter will be borne by you. The Company shall deduct tax at source and any payments under this letter that require such deduction to be made by the employer in accordance with the Indian tax laws. If you have been previously employed, it is your responsibility to disclose the total income received from all your previous employers during the respective financial year for consideration and deduction of tax. In the absence of such disclosure, the Company shall only deduct tax based on the income that you receive from the Company.
- **Leave:** All full-time employees will be eligible for 36 days of paid leave in a calendar year (January to December). You will be eligible for 12 days of earned / vacation leave, 12 sick Leave and 12 days of casual leave. For new joiners, leaves will be credited on pro rata basis. Other leave benefits include Maternity leave of 6 months, Paternity leave of 7 days. Please refer the Leave Policy for more details after you join Lister Technologies.
- Lister Technologies Pvt. Ltd has extended this offer to you based upon your educational qualifications, technical / general knowledge, experience with other Employer(s), skills and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other confidential information. As a condition of employment at Lister, you agree not to disclose or use confidential or proprietary information or any trade secrets of any current or previous employer. In this regard, you should be extremely careful not to bring to Lister any documents or other materials in tangible form belonging to or acquired from any current or previous employer. You will need to sign the Company's Non-disclosure Agreement as a condition of your employment on

the day of joining. Also, you represent that you are not subject to any restrictions that prevent you from working for Lister.

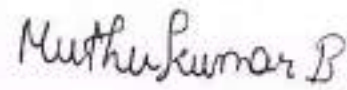
- Lister is committed to protect the quality and integrity of your personally identifiable information (PII and SPII). As an employee of Lister, you reserve the right to review/withdraw any personally identifiable information during the course of your employment. Employee Personal Data will be collected for specified, explicit, and legitimate purposes, and will not be further processed in a manner that is incompatible with those purposes.
- **Notice Period:** The notice period as per this contract shall be 60 days by either party. Notice period waiver or Notice period buyout shall not be encouraged under any circumstances. However in the rare event of either party wishing to proceed with early relieving, gross salary in lieu of notice will be recovered. Notice period waiver will be granted at the management discretion. The Company reserves the right to terminate your service at any time without notice should you be found guilty of misdemeanor, misconduct, negligence or any breach of the terms and conditions of this agreement. You are not entitled for any leave during Notice Period. In the event of leave during Notice Period, he/she is expected to extend the notice period to compensate the no. of leaves taken with prior approval from your Manager and HR.
- During the period of your employment, you will be governed by the prevailing employee handbook of your site, Lister's operating policies and procedures, notices and new regulations as there may be, which are issued and or amended with cause, from time to time.
- **Outside Activities:** While you render services to the Company, you will not engage in any other gainful employment, business, and activity without the written consent of the Company or act in any manner detrimental to the interest of the company.
- This offer is subject to background verification through a verification agency. Any false information provided is subject to termination of employment without any compensation. Please bring copies of your degree certificates and your service certificate at the time of your joining.

This offer letter captures all details (without any omissions) pertaining to compensation and designation that were discussed by the HR representative during the offer negotiation.

Yours Sincerely,


Vijayakumar Dilli
Vice President – Human Resources

Received & Accepted


Muthukumar B
Software Analyst

SALARY BREAK-UP

Name : Muthukumar B
 Designation : Software Analyst
 Date of Joining : 31 May 2023

Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

S. No	COMPONENTS	MONTHLY	ANNUAL
1	Basic	33,333	400,000
2	House Rent Allowance (HRA)	16,667	200,000
3	Special Allowance	21,897	262,760
4	Company's contribution to PF	4,000	48,000
5	Company's contribution to Gratuity	1,603	19,240
6	Conveyance	4,167	50,000
7	Company's contribution to Medical Insurance	1,667	20,000
	Total Compensation (in Rupees)	83,334	1,000,000

Confidentiality: Your compensation details are strictly confidential. You are entitled to discuss your compensation related queries only with the undersigned or with your HR point of contact in Lister. Any discussion or disclosure of your compensation related information with external parties will be considered as breach of the employment agreement with Lister. This may lead to withdrawal of this offer.

If you have any questions concerning this offer of employment, please feel free to contact the undersigned.

Muthukumar B, we are pleased and excited to have you as part of Lister Family and are eagerly looking forward to a challenging and rewarding association.

For Lister Technologies Pvt. Ltd.,

Vijayakumar Dilli

Vijayakumar Dilli
 Vice President – Human Resources

Acknowledged, Agreed and Accepted by:

Muthukumar B

Muthukumar B
 Software Analyst



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Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Hi Nandhini,

Congratulations on your selection at Tata Elxsi!

Please submit below documents for completion of your joining process.

- a. Relieving letter(s) & Experience Certificate(s) from all your previous Organisations covering your entire experience.
- b. Your salary certificate / payslips (Latest 3 months Pay Slips from your immediate previous employer).
- c. Certificates of 10th & 12th Classes.
- d. Graduation Certificate & Marks Sheets.
- e. Post Graduation Certificate & Mark Sheets (If applicable).
- f. Passport Details (Number, Date, Place of Issue and Validity) with copy of first four and last two pages. Please get the self-attested copies of first four and last two pages of pass port.
- g. Last Employer's PF Membership No. (If applicable).
- h. Passport Size Photograph (White Background).
- i. Copies of Pan Card, self attested.
- j. Copies of Aadhar Card, self attested.

The offer should be signed (at the end of every page) and shared back to us.

Joining process will start by 9:00 AM on your joining date.

Note: Joining formalities will not be carried out if any of the mandatory documents is not submitted. Joining formalities will be done on the day when all the required documents are brought by you.

Looking forward to your joining the TATA ELXSI FAMILY!

for Tata Elxsi Limited,

Rajagopalan S.

Head - Human Resources

TATA ELXSI

Registered Office **Tata Elxsi Limited** ITPB Road Whitefield Bangalore 560 048 India

Tel +91 80 2297 9123 Fax +91 80 2841 1474

www.tataelxsi.com

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Creating Creativity



29 May, 2023

Nandhini Pazhamalai
No 2/248, Mathakovil Street, Vayalapadi (Po&VIII) - 621716

Dear Nandhini,

We are pleased to appoint you as **Engineer** or in such other capacity as the Management of the Company shall from time to time determine, under the following terms and conditions:

1. Appointment:

You will be required to join us on **26 June, 2023**.

(The Company reserves the right to advance / postpone the date of joining.)

1.1. Your date of appointment is effective from the date of joining.

2. Code of Conduct:

- 2.1. The Company may require you, at any time, to perform any other administrative, managerial, supervisory, technical or other functions and you will be bound to carry out such functions.
- 2.2. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of your job, skills, specific background and professional merit. Accordingly your salary and any changes made to it, is strictly confidential, and you shall treat it accordingly.
- 2.3. You shall maintain proper discipline and dignity of your office and shall deal with all matters with sobriety.
- 2.4. You shall maintain and keep in your safe custody such books, registers, documents and other papers as may be issued to you or may come in your possession and shall return the same when required.
- 2.5. You shall inform the Company of any changes in your personal data within 3 days of the occurrence of such change. Any notice required to be given to you shall be deemed to have been duly and properly given if delivered to you personally or sent by post to you at your address in India, as recorded in the Company.
- 2.6. You will observe work timings and holidays as applicable to your location and place of work.

TATA ELXSI

Registered Office: **Tata Elxsi Limited** ITPB Road Whitefield Bangalore 560 048 India

Tel +91 80 2297 9123 Fax +91 80 2841 1474

www.tataelxsi.com

UIN: L21100KA1999PC079900



3. Training & Probationary Period:

- 3.1 You will be on training for the first 6 months. During the training period, you will be subject to assessment at various stages and you are expected to meet the minimum acceptable criteria for your continuity in the Company and subject to submission of Provisional Degree Certificate (PDC) of the University with **60% or 6.0 CGPA** in aggregate.
- 3.2 Post the above, you will be on probation for the next 6 months. On meeting the minimum acceptable criteria and on completion of the probation period, if found suitable in the appointed post, you will be confirmed in writing by the Company. The terms and conditions of this letter shall continue to bind you or as may be amended by the Company from time to time.
- 3.3 Based on your performance, the Company is at liberty to terminate your services, if found unsatisfactory at any time during the Training or probation period, or extended probation period, as it deems necessary.

4. Salary:

- 4.1. During the period of probation you will be entitled to salary and perquisites as detailed in the annexure. The Company in writing will communicate any change in compensation to you.
- 4.2. Compensation structure detailed in the attached annexure is for a posting in **Chennai**. The compensation structure is based on location of posting and any change in compensation arising out of a change in location of posting will be communicated to you in writing.

5. Initial Posting and Subsequent Transfers:

Your initial posting can be at any of our design & development centers in **Chennai**. You will be liable to transfer in such capacity as the Company may from time to time determine to any other location, department, establishment, factory or branch of the Company or subsidiary, associate or affiliate of the Company in India or abroad without claiming any extra remuneration for such transfers.

6. Leave:

- 6.1. You will be entitled to leave and other benefits in accordance with the rules / policies of the Company.

7. Other Work:

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ICP: 08710KA1000123-1000



- 7.1. Your position is a full time employment with the Company and you shall devote your whole time and attention to the Company's business entrusted to you. You will not take up any other work for remuneration (Part-time or otherwise) or work in advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during the employment with the Company without the prior written permission of the Chief Executive Officer of the Company.

8. Termination:

- 8.1. During the period of training / probation, your services shall be terminable by giving one month's notice or one month's basic pay in lieu thereof on either side at the sole discretion of Tata Elxsi management. On confirmation of your services in the Company, your services shall be terminable by giving three months notice or three months basic pay in lieu thereof on either side at the sole discretion of Tata Elxsi management.
- 8.2. In the event that you want to terminate your employment with the Company, while on a project at customer's site in India or abroad you will be required to give a minimum of 90 days notice, to enable smooth transition and transfer of technology. The actual date of release will be mutually decided with the consent of the concerned client and your superior and the said date of release shall not be unreasonably withheld provided you are able to handover charge satisfactorily within the 90 day period. This minimum notice of 90 days cannot be adjusted with payment in lieu of notice period as mentioned in clause 8.1 above or adjusted against the Privilege Leave.
- 8.3. During the term of your employment with the Company, if the Company decides to enroll you for Training/Development Program abroad, you shall not leave or abandon the services of the Company for the time period set forth in a separate agreement from the date of completion of such Training and Development Program. On completion of such time period, if you wish to leave the services of the Company, you shall be bound to provide prior notice in writing as per the terms of this Employment Agreement / Offer letter.
- 8.4. You will be liable to termination from service by the Company without notice if:
- Any declaration given by you or any testimonials furnished by you to the Company is found to be false, or,
 - You are found to have willfully suppressed any material information, or,
 - You are found to have been convicted for or indulged in criminal, subversive or immoral activities, or,
 - You are found to have indulged in financial irregularities; or
 - You breach any of the terms and conditions of your employment as specified in this letter, or of any further official communication from the Company.

9. On Separation:

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REGD. OFFICE: ITPB ROAD, WHITEFIELD, BANGALORE - 560048



- 9.1. On communication of the termination/resignation of your employment with the Company, you will immediately give up to the Company before you are relieved, all documents of the Company including correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and shall not make or retain any copies of these items.

10. Background Check:

You are advised that, before or after joining the services, the Company or its Client(s) may conduct a background check such as past employment, education, financial & criminal check, including any other information that has been furnished by you. The Company reserve the right to withdraw any offer of employment or terminate your appointment immediately, without any liability should the results of your background investigation found negative.

11. Intellectual Property and Confidential Information:

- 11.1. Information pertaining to the Company's operations and its clients shall remain secret and safeguarded by you. On joining the Company, a formal agreement to effect non-disclosure of confidential information and intellectual property etc. shall be executed by you. You will also keep us duly informed if you are bound by any confidentiality agreement with any of your previous employers, in which case you shall keep us indemnified against any breach thereof by you. Any Intellectual Property or Patents developed by you during your service will be the property of Tata Elxsi Limited. After leaving the services of the Company, you shall keep confidential and proprietary information and technologies, which you were involved with during your service with the Company and shall render yourself liable to damages and costs arising out of breach of such confidentiality.
- 11.2. You shall irrevocably, unconditionally and free of any cost, royalty or compensation, assign to TEL all rights, title and interests including the transfer rights and Intellectual Property Rights in all products, designs, software, all embedded, intermediary, base software technology which is created or developed by you during the course of your employment. TEL shall have the right to obtain and hold in its own name, copyrights, trade-marks and other applicable registrations and seek such other protection as may be appropriate to the work, product and all designs, software created by you and you shall also provide TEL or any person designated by TEL all assistance as may be required to establish and / or perfect the rights defined in this clause.
- 11.3. **Data Protection Regulation- Personal Data:** You acknowledge and agree that TEL or any of its affiliates or group companies may process your personal data/ sensitive data. You also hereby provide explicit consent to the company to transfer such personal/sensitive data outside the country in which you are employed. TEL will process

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your personal data in the performance of a contract as your employer, to ensure to meet the employer obligations and the requirements of employment law. Your personal/sensitive data as part of legal obligation for business accounting, payroll, tax, immigration purposes. Your personal/sensitive data shall be under legitimate interests to carry out background checks as part of our due diligence measures. You hereby give your explicit consent to TEL to process such personal/or sensitive data.

12. Adhering to Safety Standards:

- 12.1. The Company strives to provide each employee with a safe and healthy work environment. Each employee has responsibility for maintaining a safe and healthy workplace for all employees by following safety and health rules and practices and reporting accidents, injuries and unsafe equipment, practices or conditions.
- 12.2. Violence and threatening behavior are not permitted. Employees should report to work in condition to perform their duties, free from the influence of illegal drugs, smoking, chewing of tobacco or alcohol. The use of alcohol and/or illegal drugs in the workplace will not be tolerated.
- 12.3. Tata Elxsi has implemented its Healthy and Safety process based on ISO 45001. You are expected adhere to the Health and Safety Policy and promptly report any potential health and safety issues as per the reporting mechanism stipulated under the Health and Safety Policy. This act may help us maintain our own safety, as well as the safety of our fellow co-workers.

13. Protection of Interest:

- 13.1. If you conceive any new or advanced methods of improving process / formulae / systems in relation to the operations of the Company, such development will be fully communicated to the Company and will be and will remain sole right / property of the Company.

14. Client Management:

- 14.1. On Termination / Resignation of employment for what-so-ever reasons, you will not seek employment opportunities with our principals, customers and any other person / entity, with whom you had a business relationship / technical engagement within one year from your last working day in the Company. In the event the Company is of the reasonable opinion that you are terminating your employment with the Company to pursue an occupation in violation of this Clause 12, then the Company reserves the right to, at its sole discretion, refuse to accept any letter of termination, by whatever name called, of your employment with the Company. The Company further reserves the right to

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approach a Court of competent jurisdiction and obtain an injunction preventing you from terminating your employment with the Company and/or recover damages there from.

15. Non-solicitation:

- 15.1. During the period of employment and for a period of two years following your termination of employment with the Company, irrespective of the circumstances of or reasons of the termination, you will not, directly or indirectly, solicit, hire or employ, or assist anyone else to solicit, hire or employ, any other employee of the Company. At no time you may directly or indirectly seek to induce any other employee of the Company to leave the employment of the Company or to become associated with, or perform services of any type for any third party.
- 15.2. During the period of employment and for a period of two years following your termination of employment with the Company, irrespective of the circumstances of or reasons of the termination, you will not, directly or indirectly, solicit, induce or encourage any customer or vendor of the Company to move his/her existing business with the Company to a third party or to terminate his/her business relationship with the Company.

16. Retirement:

- 16.1. You will retire in the month of your attaining the age of 60 years.

17. Original Certificates:

- 17.1. You are required to produce Original certificates / testimonials for our reference & verification on the day of joining.

18. You are requested to join us on the date as indicated to you in **clause 1** of this letter ("**Date of Appointment**").

19. Jurisdiction and Dispute resolution:

- 19.1. Any dispute which may at any time hereafter arise between the parties hereto, shall be referred to a single arbitrator to be appointed by the Company Secretary of Tata Elxsi Ltd. in accordance with and subject to the provisions of the arbitration and conciliation act, 1996. It shall be open to any one of the parties to move the Company Secretary to appoint the arbitrator and refer dispute to arbitration. The decision/award of such an arbitrator shall be binding on the parties hereto. The venue of arbitration shall be Bangalore. The Courts in Bangalore shall have exclusive jurisdiction to the exclusion of all other Courts.

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VCN: 4011984 / 1995/CL/1998



- 19.2. You will be required to produce one set of photocopies and the originals of certificates / testimonials on the day of joining. Photocopies will be retained for our records and originals will be returned to you upon verification.
- 19.3. Please note that while on employment, you will be governed by all Rules and Regulations of the Company, which are in force from time to time, and the Company shall have the right from time to time to vary or modify any of the terms and conditions of service, which shall be binding on you.

We take pleasure in welcoming you to our Organization and look forward to a mutually beneficial association.

Wishing you the best in your career,

For Tata Elxsi Limited,

Rajagopalan S.
Head - Human Resources

Declaration

I acknowledge that I was provided with an unsigned copy of this Agreement in advance of signing the same and was accorded ample opportunity to read and seek whatever clarification I needed related to the Agreement. I have read and understood the above terms and conditions of employment and am accepting the same. I will be reporting for duty on as indicated to me in **Clause 1** of this letter ("**Date of Appointment**"). By signing this Agreement I consent to the Company for collecting, retaining and processing my personal/sensitive data.

Date:

Signature: _____

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ICIN: L42710WA199501000000

engineering creativity



Annexure 1

Annexure to: **Nandhini Pazhamalai**

Appointment Letter Dated: **29 May, 2023**

Dr. G.K. Rajesh
Placement Officer
Tata Elxsi Limited

Name	Nandhini Pazhamalai
Level	D
Designation	Engineer
BU	TBU
Location	Chennai

	Amount in INR
Basic	15,500
House Rent Allowance	7,750
Flexible Benefit Plan**	18,578
Statutory Bonus *	1,400
Monthly Salary	43,228

Deferred Benefits (Annualised)

Provident Fund (As per the PF Act 1952)	22,320
Gratuity (As per the Gratuity Act 1972)	8,947

Annual Gross Salary **5,50,003**

Medical Insurance (Hospitalisation) coverage as per Company policy as amended time to time.

Group Term Life (Personal Accident + Life Insurance) Coverage as per Company policy as amended time to time.

*As per the Payment of Bonus Act 1965

**Please refer the annexure for details of FBP

For Tata Elxsi Limited,

Rajagopalan S.
Head - Human Resources

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(L121143113001) (MIS) (001100)



Annexure 2

Annexure indicating breakup of FBP components applicable to grade "D"

1. Telephone / Cell phone expenses (Not exceeding Rs.15,000/- p.a.).
2. Membership for Technical Societies (not exceeding Rs.6000/- p.a.).
3. LTA (tax free twice in 4 years as per prevailing Income Tax rules).

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Tractors and Farm Equipment Limited
Huzur Gardens, Sembiam
Chennai - 600 011, Tamil Nadu, India
T: +91 44 6692 3500
Fax: +91 44 2537 5865
E mail: corporate@tafe.com
CIN No: U29129TN1960PLC004337
tafe.com



Registered Office:
861 Anna Salai Chennai - 600 002
T: +91 44 2841 5441/ 2858 4918

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Ref.HR/TCE/04
July 07, 2023

Ms. Nandhini S
D/O Shri Subramani
No. 4/249, Annammal subramani street
E.B colony
Iyyerbangalaw
Madurai - 625017.

Dear Nandhini,

Further to the tests and interview you had with us at your campus, we are pleased to inform that you have been provisionally selected as Graduate Executive Trainee in our Organization, with effect from 10th July, 2023, on the following terms and conditions:

1. Your training will be for a period of 12 months from the date you report for the purpose and it may, depending on your progress, be reduced, extended or terminated at the discretion of the Company.
2. During the first twelve months of training, your cost to Company will be Rs. 6,00,248/- (Rupees Six lakhs two hundred and forty eight only) per annum including Performance Appraisal Compensation, the breakup of which is given in the Annexure
3. On successful completion of 12-month training or of such extended period as the case may be, depending on the vacancies available, you will be confirmed in an appropriate grade. You will then become eligible for the revised allowances, both monthly and annual, such as Education Allowance, Compensatory Allowance, Special Allowance, Leave Travel Assistance, reimbursement of medical expenses, Performance Pay, Gratuity etc. as per Annexure attached.
4. The company reserves the right to post you either during the training period or thereafter, to any of its Manufacturing Plants, Area offices or Head Office or anywhere in India, or in any of its subsidiaries, or group companies, as may be required by the Company.

.....2

Classification:



ANNEXURE - A

Tractors and Farm Equipment Limited

TAFE 

Nandhini S	CTC - Break-up
Graduate Executive Trainee	Amount in Rs
Basic	13500
HRA	6750
Transport	1600
Special	15750
Ad hoc	1500
Medical Allowance	1125
Month Gross	40225
Annual Salary	482700
Mediclaime *	14460
LTA	12000
One-time payment **	45500
Annual Gross	554660
PF	21600
Gratuity	7788
Superannuation	16200
Cost to Company	600248


 Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

* Mediclaime Floater Policy for Rs.4 L for a family of 1+3 at subsidized rates. Figures above represent company's contribution and the equal amount will be borne by you.

** One-time payment includes statutory bonus, as applicable, and is payable on completion of first year. On confirmation, the same will be replaced by Performance Incentive / Goal sheet Incentive as applicable.

for TRACTORS AND FARM EQUIPMENT LIMITED


 N. Mahesh
 Senior Associate Vice President - Human Resources

OFFER LETTER

Ref: GANIT/HR/CR/2022


Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015
Date: 28/09/2022

Name

Nanthini K

Email

nanthiniksamy01@gmail.com

Contact

9952281232

Dear Nanthini,

Congratulations. Welcome to the exciting world of Data Science!

We are pleased to offer you the role of **Data Analyst**. You are offered an annual compensation (CTC) of INR 6,00,000/- (Rupees Six Lakhs only).

Your joining date will be announced at the end of the current academic year. You will receive communication on your joining, on-boarding and other procedures a month prior to your joining date.

In case of any queries that you might have please feel free to contact the recruitment team of GANIT at campusqueries@ganitinc.com

Welcome to Ganit and wish you an exciting career with us!

Yours Sincerely,



Ashok Harwani

Director





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Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

15-Sep-2023

Dear Nila A,
B.E., Electronics & Communication Engineering
Thiagarajar College of Engineering, Madurai

Candidate ID – 24887838

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

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

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

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

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement Annexure**. You will also be governed by the other rules, regulations, and practices in vogue and those that may change from time to time.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of **60%** aggregate (all subjects taken into consideration) in 10th, 12th Diploma and Graduation/Post-Graduation and with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for only **1 day** and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case you do not accept or decline within this time-period in the system, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant.

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

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

4. Training - Post Joining Cognizant:

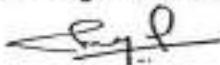
Post joining at Cognizant as full-time employee, one of the below options would be followed based on business demands.

- a) Based on your successful completion of internship or CSD training program (if offered to you), you could be onboarded directly to business without any additional training.
- b) Based on your successful completion of internship or CSD training program (if offered to you), you could be onboarded and might be put into an additional training. In the event of unsatisfactory performance during this training, Cognizant reserves rights at its sole discretion to revoke this FTE Offer.
- c) Based on your successful completion of internship or CSD training program (if offered to you), you could be onboarded and might be deployed into another formal training based on business demand to a specific skill track and it can be used as basis towards your allocation to projects/roles. In the event of unsatisfactory performance during this training, Cognizant reserves rights at its sole discretion to revoke this FTE Offer.
- d) You could be onboarded directly without undergoing any internship or CSD training program and would be deployed into a formal training to a business specific skill track and it can be used as basis towards your allocation to projects/roles. In the event of unsatisfactory performance during this training, Cognizant reserves rights at its sole discretion to revoke this FTE Offer.
- e) You could be onboarded directly to business without undergoing any internship or CSD training program and would be given on-the-job training, specific to their project or business needs. In the event of unsatisfactory performance during the on-the-job training, Cognizant reserves rights at its sole discretion to revoke this FTE Offer.

5. Your on-boarding as a full-time employee is aligned to a business requirement and will be between **July 2023 and August 2024**. You will be required to report at the location based on the business requirement and on the given date of joining.

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

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



Maya Sreekumar
Vice President – Human Resources

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

Signature:

Date:

Annexure A

Dr. G. J. ...
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

Compensation and Benefits
Name: Nila A

Designation: Programmer Analyst Trainee

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

Note: The insurance amount may vary subject to market conditions from time to time.

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

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

Leave & Vacation:

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

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

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act

• In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy

Provident Fund Wages:

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

Employees State Insurance:

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

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

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

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

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

Date :13/06/2023

To
Nishok Rajan P
(Code: CAN556003)

64
D. G. K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Provisional Offer Letter

We are pleased to offer you employment in our organization at Randstad Technologies Pvt. Ltd as **Associate engineer**. Your services are being deputed to **CATERPILLAR INDIA ENGINEERING SOLUTIONS PRIVATE LIMITED** on the following terms and conditions:

- Your employment will be valid from **17/07/2023**
- Your Salary CTC will be INR 731,772.00 per annum (as per Annexure 1) and will be paid out basis your actual joining date.
- Your employment is subject to completing our onboarding process, which requires you to :
 - a. Complete on the Randstad portal:
 - Employee profile form
 - Statutory Nomination forms like ESIC, PF, Mediclaim etc.
 - b. Upbad proofs of your documents:
 - Government mandated ID proof: Aadhar Card and PAN
 - Address Proof (Any one): Voters ID, Passport, Driving License, Ration Card etc.
 - Copy of both Educational certificates & Previous employment documents.
 - Bank Details for Salary processing: Copy of canceled cheque.

- The employment opportunity envisaged under this provisional offer letter is subject to successful Background Verification and other necessary checks. During the course of your Background Verification, if it is found that any information/document provided by you is false, fabricated, and/or incorrect or you fail to report on the specified date(s), in such circumstances, any offer made to you and/or your appointment shall automatically stand revoked.

Please note that this is only a provisional offer of employment for a fixed term and is not to be construed as an appointment letter. A detailed appointment letter would be issued to you once you fulfill our employment terms and conditions & upon confirmation of joining duty by the manager.

The next step is for you to log into Randstad Direct, our employee portal to accept this offer.

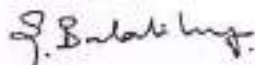
You will soon receive an email and SMS on your registered number with a link to the online portal and your OTP to login. A User guide is also available to help you complete formalities on/before your DOJ.

You shall report for work on **17/07/2023**. In case you fail to join the company by the scheduled date, you would be breaching the contract with the company in which case you agree to pay a penalty equal to 1(one) months Gross salary to the Company.

Please get in touch with us for any queries.
Wishing you the very best!

Yours truly,

For Randstad Technologies Pvt Ltd.



Authorized Signatory
Balakrishnan S

Head - HRSSC

Annexure I: Salary Breakup

Component	Monthly	Yearly
Basic	24,392.00	292,704.00
House Rent Allowance	9,757.00	117,084.00
Telephone Reimbursement	3,000.00	36,000.00
Leave Travel Allowance	2,033.00	24,396.00
Deputation Allowance	15,935.00	191,220.00
Vehicle Reimbursement	2,400.00	28,800.00
Gross Salary	57,517.00	690,204.00
Employer's Contribution to EPF	2,927.00	35,124.00
Insurance	537.00	6,444.00
CTC (Cost to the company)	60,981.00	731,772.00
Employee's Contribution to EPF	2,927.00	35,124.00
Total Deduction	2,927.00	35,124.00
Net-Take Home	54,590.00	655,080.00

Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

- * Income tax, Professional tax and LWF as applicable will be deducted.
- * All the taxes will be deducted as applicable by law. Your salary is strictly confidential.

For Randstad Technologies Pvt Ltd.

S. Balakrishnan

Authorized Signatory
Balakrishnan S
Head - HRSSC



b5

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

November 14, 2022

Niveditha Mohan Kumar

4/332, EB Colony, Sri Chakra Nagar, Iyer Bangalow, Madurai-625017.

Dear Niveditha,

In view of your curriculum vitae, the information and documents submitted by you and our discussions on the subject, we are pleased to offer you the position of **Quality and Automation Engineer I** with Comcast India Engineering Center I LLP (**Comcast India**)

1. The broad terms and conditions that will apply once your employment commences are as outlined below. The detailed terms and conditions will be contained in an employment agreement that you will be expected to execute for your employment to commence:

(a) **Position:**

Your position will be as **Quality and Automation Engineer I** with Comcast India and you will be required to report to **Deepak Mohanakrishnan**. In the course of your employment you will be required to undertake and perform all the acts, functions, and duties as may be assigned to you by Comcast India based on your knowledge, qualifications and experience.

You will be placed on probation during the first 3 months of your employment and shall only be confirmed subject to your satisfactory performance during this period. The probation period may be extended for a further period of 3 months at the discretion of Comcast India. Your employment may be terminated by you or Comcast India at any time during the probation period with one week's notice or pay in lieu.

(b) **Place of Work:**

Your place of work shall be in Chennai, India. You may be required to relocate to other locations in India or abroad; and/or undertake such travel in and outside India, from time to time, as may be necessary in the interests of Comcast India's business.

(c) **Remuneration, Allowance and Other Benefits:**

Your annual fixed pay including the basic pay, all allowances, and specific reimbursements agreed under the payment schedule (such as medical reimbursement, telephone reimbursement, etc.) payable by Comcast India but excluding the discretionary performance Bonus shall be **INR 6,06,675** (Six Lakhs Six Thousand Six Hundred and Seventy Five Only).

COMCAST India Engineering Center I LLP
Registered Office

Chennai One SEZ, 5th Floor, North Block in Phase II, Module 7 & 8, "Chennai One",
Pallavaram-Thoraipakkam 200 Feet Road, Thoraipakkam, Chennai – 600 097, Tamil Nadu



Your annual fixed pay shall be structured in accordance with the standard policies of Comcast India, which shall be communicated to you in writing from time to time and shall be subject to deduction of tax at source. The salary payable to you shall be paid monthly in arrears. Statutory contributions as per the relevant Indian laws will also be payable by Comcast India.

In addition to the annual fixed pay, you will be eligible for an annual discretionary performance bonus based on a target amount of 5% of the annual fixed pay (**Performance Bonus**). The detailed break-up of your annual fixed pay and the Performance Bonus will be provided to you with your employment agreement.

You are eligible for an optional meal card benefit of INR 2200 per month. To elect this meal card benefit, you must contact Payroll within thirty (30) days of commencing employment, and the meal card benefit amount will be deducted from your special allowance. If you take no action, you will not receive the meal card benefit, and the special allowance provided in your offer will remain unchanged.

(d) **Hours of Works:**

Your hours of work will be as per the working hours policy of Comcast India, Monday through Friday. You may be required to work such additional hours as may be necessary for you to perform your duties effectively and you will not be entitled to receive any additional remuneration for work done outside your normal hours of work, unless required by applicable law.

2. Subject to satisfactory completion of the conditions mentioned below, your employment with Comcast India shall commence on **July 3, 2023** or such other date that shall be communicated to you in writing by Comcast India (**the Start Date**):

- (a) You have not accepted any other employment or offer of employment before the Start Date and you possess the required qualifications to commence employment as an **Development Engineer 1** with Comcast India
- (b) Your performance and conduct during your period of internship with Comcast India from **January 6, 2023 to June 30, 2023** is to the satisfaction of Comcast India and you have cleared all the tests assigned to you during your internship in accordance with the standards and requirements of Comcast India.
- (c) You have adhered to all your obligations during your Internship in accordance with the Internship Offer Letter dated **November 14, 2022** and Internship Agreement dated **December 10, 2022**.



- (d) You have completed and cleared all your university examinations and there are no pending papers, examinations, assignments, credits or any other requirements to be completed with respect to your university, as of the Start Date.
- (e) You have provided all accurate documents as may be required by Comcast India including but not limited to marksheets, transcripts, character certificates, degree certificates (or a provisional degree certifying your clearance of all semesters and examinations from your university).
- (f) You have executed an employment agreement with Comcast India on or before the Start Date. Your employment agreement shall contain customary provisions including but not limited to confidentiality, emoluments and privileges, intellectual property rights, representations and warranties, non-competition and non-solicitation provisions, termination provisions, etc. and you shall be governed by various company rules, standards and policies as communicated to you from time to time; and
- (g) You have agreed to and passed a background investigation conducted by Comcast India. By signing this letter, you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to you by Comcast India. This includes undergoing drug and alcohol testing as per Comcast India's Drug and Alcohol Policy and Privacy Policy. By signing this letter, you hereby authorize Comcast India to send the necessary specimen collected from you to selected third parties for a screening test for the presence of alcohol, and/or drugs that are illegal under national, state or local laws and, to receive and use the results of the test.

If your background check has not been completed prior to your Start Date, we may allow you to commence your employment but, if so, Comcast India will reserve the right to terminate your employment based on the results of the Background check, whenever completed.

Please note that this position is time sensitive. This offer is made to you on the condition that you have completed all the conditions mentioned in paragraph 2 and will commence employment on the Start Date. If you fail to do so, Comcast India will have the right to unilaterally rescind this offer. You undertake to fulfill these conditions promptly and in good faith to be able to commence employment with Comcast India by the Start Date.



3. This letter is meant to be an offer of employment and does not in itself give rise to an employer-employee relationship between Comcast India and yourself. Any employer-employee relationship is only meant to arise upon execution of an employment agreement with Comcast India.
4. This letter shall be governed by and construed in accordance with the laws of India. The courts at Chennai shall have exclusive jurisdiction to decide any dispute arising out of this letter.

Please sign and return one copy of this letter within 2 days from the date of this letter.

We look forward to welcoming you to Comcast India and working with you.

Best Regards,

For and on behalf of Comcast India Engineering Center I LLP

Kannan Subramaniam
Senior Vice President & General Manager

Acknowledgement

I hereby confirm my acceptance to terms and conditions outlined in this letter.

Signed: *M. Niveditha*

Name: *Niveditha Mohan kumar*

Date: *27/08/2022*



Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

COMCAST INDIA OFFER		
Name	Niveditha Mohan Kumar	
Comcast Title	Quality and Automation Engineer 1	
Department	XRE	
Hiring Manager	Deepak Mohanakrishnan	
Components	Monthly	Annual
Basic Pay (50% of Total Fixed pay)	25,278	3,03,338
Basket of Allowances		
House Rent Allowance (Capped at 50% of Basic)	12,639	1,51,669
Leave Travel Allowance *	2,107	25,278
Special Allowance	10,533	1,26,391
Total Fixed Pay	50,556	6,06,675
Target CIP Bonus Variable Pay %	-	5%
Target CIP Bonus Variable Pay	-	30,334
Total Cash	50,556	6,37,009
Provident Fund **	3,033	36,401
Telephone Reimbursement	1,000	12,000
Gratuity ***	-	14,591
Cost to Company	54,590	7,00,000

Note:

- *Leave Travel Allowance is capped at 1 month of Basic
- **PF is contributed at 12% of Basic Salary (Employer's Contribution).
- ***Gratuity will be paid as per the Payment of Gratuity Act, 1972.
- Additional Out Patient Medical Benefit of INR 10,000 per annum for employee and their dependents.
- ^Meal Card is administered by ICICI - Multi Wallet Card (Optional Benefit).

Date: November 10, 2022
Ref: LTI/HR/EN3/Campus/2023
Name: Pranav Chaitanya
College: Thiagarajar College of Engineering

(63)

Dr. G.K. Rajjesh
Dr. G.K. Rajjesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Pranav Chaitanya,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee**. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (Refer 'Annexure 1') and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 30000 pm**.
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in 'Annexure-1'. Your appointment is in accordance with the Apprentices Act, 1961.
4. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer 'Annexure-2')
5. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter** on the **CampBuzz Portal** (<https://campbuzz.lintinfotech.com>) and register your credentials therein within seven (7) days from the date of this letter.

If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

7. You are required to register yourself as an apprentice on the apprenticeship portal <http://www.mhrdnats.gov.in> within [7] days from the date of this offer or once your final semester is completed as applicable.

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with LTI will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:
 - Failing to meet the qualification criteria during the Training Program assessments
 - Unauthorized absence during the Training Program
 - Integrity and other disciplinary expectations
9. All Annexures appended herewith shall form an integral part of this letter.
10. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.
11. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.
13. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in 'Annexure-3'.
14. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For LTI Ltd.



Thiagu Dharmalingam
Senior Manager -Talent Acquisition

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Eligibility Criteria for Engineering - Year 2023 Batch	
Qualification:	B.E./B.Tech. M.E./M.Tech/MCA/M.Sc
Branches:	All Branches M.E./M.Tech(All branches) MCA, M.Sc (five-year integrated CS/IT)
Age Criteria: As on 1st July of Passing year (2023)	Less than 24 years Less than 26 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma which should not be more than 2 years. No Year drop allowed.
SSC, HSC Percentages/CGPA:	60% & Above OR Equivalent CGPA NOTE: <ul style="list-style-type: none"> SSC /HSC should have cleared in FIRST ATTEMPT only. Re-exam (Supplementary or improvement exams) given soon after the Main exam will NOT be considered. For Diploma Holders, <u>final semester</u> should have cleared in FIRST ATTEMPT only. For candidates pursuing HSC and Diploma(both), marks scored in the Diploma course will be taken into consideration.
Diploma/Graduation Percentage/CGPA :	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA <ul style="list-style-type: none"> For the interview process, an aggregate of 60% & above <u>til the results of the last conducted examination</u> will be considered Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule) Conversion from CGPA into Percentage must be calculated as per your respective University norms Provisional/Passing Certificate must state First Class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	<ul style="list-style-type: none"> No active/live backlogs allowed at the time of the interview process All backlogs (if any) must be cleared <u>with the final semester exams</u> All final semester subjects <u>must be attempted and cleared in the First Attempt</u>. (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course) Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	(2023) SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE / State Board Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at the time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Training phase:	The period of training (classroom/virtual) and the subsequent technology & communication tracks assigned for training are purely subjected to the business requirements. Non-performance during technical & communication trainings/on the job phase is subjected to separation from the organization
Flexibility:	Should be flexible to work in any technology/work-shift/domain and work from any development center/partner premise/customer location as per business needs
Cooling Period:	Should NOT have appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.(If found so, LTI may take immediate action and cancel the candidature at ANY stage)
Eligibility for Maternity Leave:	As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery

Self-Declaration:

1. You should meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. LTI may take immediate action at any time during or after the interview/selection/joining if found hiding any information/involved in any sort of malpractices/producing incorrect information or not meeting all the criteria mentioned above.
3. This recruitment process is completely free of cost.

Candidate Signature: _____

Name: _____

Institute Name: _____

Mobile No: _____

ANNEXURE-2

Please bring along with you the following documents in original and one copy of the same.

- A. Duly acknowledged copy of the Graduate Engineer Trainee Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

- 1. Proof of age.
- 2. SSC/HSC or equivalent examination mark sheets.
- 3. Diploma / Degree mark sheets for all the Semesters/Years.
- 4. Passport first & last page.
- 5. Four wheeler Driving License.
- 6. Pan card.
- 7. Aadhar card.

You are requested to note that our offer is subject to submitting the above documents.

ANNEXURE-3

Name : Pranav Chaitanya			Date : November 10, 2022		
Salary Grade : P1					
Components	INR. (p.a.)	INR. (p.m.)			
Basic	180000	15000			
Bouquet of Benefits	264180	22015			
Bonus	21000	1750			
Base Salary (p.a.)	465180	38765			
Annual Incentive	0				
Total Variable (p.a.)	0				
TTC(p.a.)	465180				
PF	21600	1800			
Gratuity	8658	722			
Medicclaim Premium(p.a)	12929	1077			
Retirals & Other Benefits(p.a)	43187	3598			
Cost to Company (CTC)	508367	42363			

Medical Insurance Premium:

The Group Mediclaim Policy of Company covers Employee, Spouse & upto 3 dependent children (below 25 yrs of age). Coverage limits are as per company policy.

You would also be eligible to be covered under the Voluntary Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (if applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.



Zoho Corporation Private Limited

Plot 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu, 603 202.

Ph: +91 - 44 - 6744 7070

www.zohocrp.com

SEZ Unit

Date: 08-Oct-2022

To

Mr.PRANAVKUMAR T S,
PLOT NO 12, VAIGAI HOMES-2, SAKTHI VINAYAGAR KOVIL STREET,
THULASIRAM MAIN STREET, MEENAKSHI NAGAR, VILLAPURAM,
MADURAI-625012, TAMIL NADU.

69
Dr. G.K. Raajesh

Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear Mr.PRANAVKUMAR T S,

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED**.

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of Rs.20000/- (**RUPEES TWENTY THOUSAND ONLY**). The following offer is valid, subject to successful completion of your project.

(Note: The above may not apply to you if your college does not permit internships)

REMUNERATION

Your annual Cost to Company will be Rs.600000/- (**RUPEES SIX LAKH ONLY**). The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.





ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.





NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment .

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **07-Nov-2022**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,

For ZOHO CORPORATION PRIVATE LIMITED

M.I.Sohail
Manager - HR & Global Operations

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature: *Pranav Kumar*

Date of Offer acceptance: 08 Oct 2022

Name: Pranavkumar I S

Place: Madurai





ANNEXURE A

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

NAME : PRANAVKUMAR T S
DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	20000	240000
HRA	10000	120000
Other Allowance & Flexible component	17600	211200
Gross Salary	47600	571200
Employer Provident Fund (12% of Basic+TA)*	2400	28800
Cost To Company (CTC)	50000	600000
Prosperity Sharing Plan		100000
Compensation for the first year		700000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:

PROSPERITY SHARING PLAN

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Mediclaim policy for a sum insured of **Rs.500000/- (RUPEES FIVE LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of **Rs.3000000/- (RUPEES THIRTY LAKH ONLY)**.

Please note that the above mentioned insurance schemes are subject to change based on yearly renewal





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Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

November 1, 2022

Priyadharshini Ravichandran

85, Vaanavil Avenue, Maapillaivinayagar, Erkudi Achhampathu Madurai - 625019.

Dear **Priyadharshini Ravichandran**,

In view of your curriculum vitae, the information and documents submitted by you and our discussions on the subject, we are pleased to offer you the position of **Quality and Automation Engineer 1** with Comcast India Engineering Center I LLP (**Comcast India**)

1. The broad terms and conditions that will apply once your employment commences are as outlined below. The detailed terms and conditions will be contained in an employment agreement that you will be expected to execute for your employment to commence:

(a) **Position:**

Your position will be as **Quality and Automation Engineer 1** with Comcast India and you will be required to report to **Harish Jayesh**. In the course of your employment you will be required to undertake and perform all the acts, functions, and duties as may be assigned to you by Comcast India based on your knowledge, qualifications and experience.

You will be placed on probation during the first 3 months of your employment and shall only be confirmed subject to your satisfactory performance during this period. The probation period may be extended for a further period of 3 months at the discretion of Comcast India. Your employment may be terminated by you or Comcast India at any time during the probation period with one week's notice or pay in lieu.

(b) **Place of Work:**

Your place of work shall be in Chennai, India. You may be required to relocate to other locations in India or abroad; and/or undertake such travel in and outside India, from time to time, as may be necessary in the interests of Comcast India's business.

(c) **Remuneration, Allowance and Other Benefits:**

Your annual fixed pay including the basic pay, all allowances, and specific reimbursements agreed under the payment schedule (such as medical reimbursement, telephone reimbursement, etc.) payable by Comcast India but excluding the discretionary performance Bonus shall be **INR 6,06,675** (Six Lakhs Six Thousand Six Hundred and Seventy Five Only).

COMCAST India Engineering Center I LLP
Registered Office

Chennai One SEZ, 5th Floor, North Block in Phase II, Module 7 & 8, 'Chennai One',
Pallavaram-Thoraipakkam 200 Feet Road, Thoraipakkam, Chennai - 600 097, Tamil Nadu



Your annual fixed pay shall be structured in accordance with the standard policies of Comcast India, which shall be communicated to you in writing from time to time and shall be subject to deduction of tax at source. The salary payable to you shall be paid monthly in arrears. Statutory contributions as per the relevant Indian laws will also be payable by Comcast India.

In addition to the annual fixed pay, you will be eligible for an annual discretionary performance bonus based on a target amount of 5% of the annual fixed pay (**Performance Bonus**). The detailed break-up of your annual fixed pay and the Performance Bonus will be provided to you with your employment agreement.

You are eligible for an optional meal card benefit of INR 2200 per month. To elect this meal card benefit, you must contact Payroll within thirty (30) days of commencing employment, and the meal card benefit amount will be deducted from your special allowance. If you take no action, you will not receive the meal card benefit, and the special allowance provided in your offer will remain unchanged.

(d) **Hours of Works:**

Your hours of work will be as per the working hours policy of Comcast India, Monday through Friday. You may be required to work such additional hours as may be necessary for you to perform your duties effectively and you will not be entitled to receive any additional remuneration for work done outside your normal hours of work, unless required by applicable law.

2. Subject to satisfactory completion of the conditions mentioned below, your employment with Comcast India shall commence on **July 3, 2023** or such other date that shall be communicated to you in writing by Comcast India (the **Start Date**):

- (a) You have not accepted any other employment or offer of employment before the Start Date and you possess the required qualifications to commence employment as an **Quality and Automation Engineer 1** with Comcast India
- (b) Your performance and conduct during your period of internship with Comcast India from **January 6, 2023 to June 30, 2023** is to the satisfaction of Comcast India and you have cleared all the tests assigned to you during your internship in accordance with the standards and requirements of Comcast India.
- (c) You have adhered to all your obligations during your Internship in accordance with the Internship Offer Letter dated **November 1, 2022** and Internship Agreement dated **December 5, 2022**.



- (d) You have completed and cleared all your university examinations and there are no pending papers, examinations, assignments, credits or any other requirements to be completed with respect to your university, as of the Start Date.
- (e) You have provided all accurate documents as may be required by Comcast India including but not limited to marksheets, transcripts, character certificates, degree certificates (or a provisional degree certifying your clearance of all semesters and examinations from your university).
- (f) You have executed an employment agreement with Comcast India on or before the Start Date. Your employment agreement shall contain customary provisions including but not limited to confidentiality, emoluments and privileges, intellectual property rights, representations and warranties, non-competition and non-solicitation provisions, termination provisions, etc. and you shall be governed by various company rules, standards and policies as communicated to you from time to time; and
- (g) You have agreed to and passed a background investigation conducted by Comcast India. By signing this letter, you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to you by Comcast India. This includes undergoing drug and alcohol testing as per Comcast India's Drug and Alcohol Policy and Privacy Policy. By signing this letter, you hereby authorize Comcast India to send the necessary specimen collected from you to selected third parties for a screening test for the presence of alcohol, and/or drugs that are illegal under national, state or local laws and, to receive and use the results of the test.

If your background check has not been completed prior to your Start Date, we may allow you to commence your employment but, if so, Comcast India will reserve the right to terminate your employment based on the results of the Background check, whenever completed.

Please note that this position is time sensitive. This offer is made to you on the condition that you have completed all the conditions mentioned in paragraph 2 and will commence employment on the Start Date. If you fail to do so, Comcast India will have the right to unilaterally rescind this offer. You undertake to fulfill these conditions promptly and in good faith to be able to commence employment with Comcast India by the Start Date.



3. This letter is meant to be an offer of employment and does not in itself give rise to an employer-employee relationship between Comcast India and yourself. Any employer-employee relationship is only meant to arise upon execution of an employment agreement with Comcast India.
4. This letter shall be governed by and construed in accordance with the laws of India. The courts at Chennai shall have exclusive jurisdiction to decide any dispute arising out of this letter.

Please sign and return one copy of this letter within 2 days from the date of this letter.

We look forward to welcoming you to Comcast India and working with you.

Best Regards,

For and on behalf of Comcast India Engineering Center I LLP

Kannan Subramaniam
Senior Vice President & General Manager

Acknowledgement

I hereby confirm my acceptance to terms and conditions outlined in this letter.

Signed:
Name:
Date:




 Dr. G.K. Rajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

COMCAST INDIA OFFER		
Name	Priyadharshini Ravichandran	
Comcast Title	Quality and Automation Engineer 1	
Department	SKY	
Hiring Manager	Harish Jayesh	
	Monthly	Annual
Components		
Basic Pay (50% of Total Fixed pay)	25,278	3,03,338
Basket of Allowances		
House Rent Allowance (Capped at 50% of Basic)	12,639	1,51,669
Leave Travel Allowance *	2,107	25,278
Special Allowance	10,533	1,26,391
Total Fixed Pay	50,556	6,06,675
Target CIP Bonus Variable Pay %	-	5%
Target CIP Bonus Variable Pay	-	30,334
Total Cash	50,556	6,37,009
Provident Fund **	3,033	36,401
Telephone Reimbursement	1,000	12,000
Gratuity ***	-	14,591
Cost to Company	54,590	7,00,000

Note:

- * Leave Travel Allowance is capped at 1 month of Basic
- ** PF is contributed at 12% of Basic Salary (Employer's Contribution).
- *** Gratuity will be paid as per the Payment of Gratuity Act, 1972.
- Additional Out Patient Medical Benefit of INR 10,000 per annum for employee and their dependents.
- * Meal Card is administered by ICICI - Multi Wallet Card (Optional Benefit).



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Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

VIASAT INDIA PRIVATE LIMITED
MODULE 1 & 2, 5TH FLOOR, BLOCK C, GLOBAL INFOCITY PARK, NO 40, MGR SALAI,
KANDANCHAVADI, PERUNGUDI, CHENNAI 600096

27-APR-2023

Puvi Lakshmi Viveki
No 2, Mahal 6th Street
Madurai-625001
Tamil Nadu - 625001

Dear Puvi:

1. Viasat India Private Limited (the "Company"), with its Registered Office at 507, Bhikaji Cama Bhawan, Bhikaji Cama Place, New Delhi - 110066, is pleased to offer you employment on the terms described below.
2. **Position.** You will start in a full-time position as Software Engineer I, and you will initially report to the Company's Technical Manager. By signing this contract (the "**Agreement**"), you agree to the terms and conditions contained herein and you also confirm that you are under no contractual or other legal obligations that would prohibit you from fully performing your duties with the Company.
3. **Compensation.** You will be paid INR 750,000 per year in Total Annual Compensation. Your salary is more precisely described in the enclosed Compensation Schedule (see **Attachment A**), the terms of which are incorporated herein by reference. Your compensation is payable in Indian Rupees on the Company's regular payroll dates, which are payable monthly, in arrears on the last working day of each month. Electronic pay slips may be issued to you rather than paper copies. Your pay will be periodically reviewed as a part of the Company's regular reviews of compensation, but the Company is not obligated to increase your pay, subject to applicable law. Your compensation includes specific compensation for adhering to the restrictions herein contained and for assignment of intellectual property rights as set out herein and in the Employee Proprietary Information and Invention Assignment Agreement.
 - a. **Withholding and Deductions.** All forms of compensation referred to in this Agreement, Attachment A, or otherwise paid to you in relation to your employment by the Company are subject to applicable withholding and payroll taxes. In addition, to the extent permitted by applicable law, the Company may deduct from your compensation, or other payments due to you, any money that you owe to the Company.
4. **Start Date and Probationary Period.** Subject to your satisfying the conditions in Section 9 below, your employment with the Company will start no later than 07-Jun-2021 (the "**Start Date**"). The first six (6) calendar months of your employment shall be a probationary period during which your performance and suitability for continued employment will be assessed. During the probationary period, the Company may terminate your employment at any time with two (2) weeks' advance notice or pay in lieu of notice.
5. **Place of and Hours of Work.** Your normal place of work will be at the Company's offices located in Chennai. You also agree to travel to and work at such other places, throughout India and the rest of the world, as the Company may require for the proper and efficient

performance of your duties. Your work schedule will be set by your manager in accordance with applicable law and may change from time to time based on business needs. Additionally, you will be expected to be flexible in your work schedule, which may include shift hours. Any overtime worked will be deemed already compensated by the above base salary and is included therein. If applicable, you may be eligible for a devOps allowance, as more fully described in the Company's ViaGuide. Your eligibility for and participation in the devOps allowance is solely at the discretion of the Company and may change at any time.

6. **Employee Benefits.** As an employee of the Company, you will be eligible to participate in the employee benefit plans, if any, currently and hereafter maintained by the Company and generally available to similarly situated employees of the Company in India (the "Benefits"). The Benefits may have additional terms and conditions and eligibility criteria. The Company may modify or terminate certain Benefits from time to time as it deems necessary or appropriate. Your rights under any employee benefit plans in which you participate from time to time shall be exclusively governed by the rules of such plans. You shall have no rights under this Agreement or any other agreement, whether on termination, expiry, or otherwise, to any damages relating to the loss of any Benefits, or the loss of any rights or privileges that you may have otherwise received had you continued to have been employed.

7. **Vacation/Paid Time Off.** You will be entitled to annual leave in accordance with the Company's policies, but in no case less than the applicable statutory minimum. You are expected to take any statutory leave prior to the end of each calendar year. Any statutory leave not taken by the end of the year shall be forfeited, subject to applicable law. In addition, you are entitled to take public holidays as provided by applicable laws. The Company shall make available to you a list of public holidays observed by the Company.

8. **Sickness.** In the case of absence from work due to sickness, injury, or other incapacity, you or someone on your behalf should notify us as soon as possible, but no later than 9:00 AM on the first day of absence. You should tell us the cause of the absence and its likely duration. The Company will comply with any applicable minimum statutory sick leave and/or sick pay regulations and may require you to provide a medical certificate or other form in relation to your sickness.

9. **Pre-Employment Conditions.**

a. **Work Permit.** As required by law, your employment with the Company depends upon you providing us legal proof of your identity and authorization to work in India, in addition to any other documents that the Company may reasonably require to ascertain your employability. This documentation must be provided to us prior to or on your Start Date, or this offer will be rescinded or any employment relationship with you may be terminated, without notice.

b. **Background Check.** Your offer is also contingent on successful background checks regarding criminal records, education and employment verification, and in some cases credit history. A Company representative will contact you regarding the background check procedure. By signing this Agreement, you hereby authorize such a verification and background check and agree to sign any and all documents necessary to enable the Company to conduct this verification and background check, and you agree that all information provided by you is true and correct to the best of your knowledge, and you expressly release the Company from any claim or cause of action arising out of the Company's verification of such information.

10. **Employee Proprietary Information and Invention Assignment Agreement.** Like all Company employees, you must, as a condition of your employment with the Company, sign

the Company's enclosed standard Employee Proprietary Information and Invention Assignment Agreement (see Attachment B), the terms of which are incorporated herein by reference.

11. **Employment Relationship.** Your employment with the Company is for no specific period of time and will be subject to the termination procedures described in Section 12 below. Your job duties, title, compensation and benefits, as well as the Company's personnel policies and procedures, may change from time to time at the discretion of the Company, subject to applicable law.

12. **Termination.** You are required to give a minimum of eight (8) weeks' written prior notice if you choose to resign. After the end of the probationary period as described in Section 4 above, the Company shall be entitled at its absolute discretion to end your employment at any time by giving statutory minimum notice (or pay in lieu of notice). The Company may end your employment without notice (or pay in lieu of notice) if the Company has just cause under applicable law; the Company may also suspend you pending the outcome of a disciplinary investigation. All benefits will cease upon termination of employment, subject to applicable law.

13. **Garden Leave.** If either you or the Company have given notice of termination or resignation, the Company may place you on "garden leave." While on garden leave, the Company may: (a) require you to carry out different duties from your normal duties; (b) require you not to attend at work; (c) require you to cease carrying out your duties altogether or cease having any business dealings with the Company's employees, consultants, suppliers, customers and prospective customers; and/or (d) exclude you from any premises of the Company or any Group Company. During such period, you will continue to receive your salary and all contractual benefits provided by your employment, and you must continue to comply with Section 14 below.

14. **General Obligations and Outside Activities.** As an employee, you will be expected to adhere to the Company's standards of business conduct, including professionalism, loyalty, integrity, honesty, reliability and respect for all. You will also be expected to comply with the Company's policies and procedures. Your execution of this Agreement constitutes your agreement to be bound by all the policies and procedures of the Company as are in force on the date of commencement of your employment, including any amendments or additions thereto from time to time. You acknowledge that the breach of Company policies and procedures is likely to be regarded as gross misconduct and such breach may result in immediate termination of your employment. While you work for the Company, you will not engage in any other employment, consulting or other business activity without the prior written consent of the Company. In addition, while you work for the Company, you will not assist any person or entity in competing with the Company, in preparing to compete with the Company, or in hiring any employees or consultants of the Company.

15. **Data Privacy and Monitoring.** In the context of your employment it is necessary for the Company to collect, use, and store certain personal information including sensitive personal information about you for administrative, management, compliance, and other lawful purposes. Such personal data may also be transferred to others in the Company, Group Company, and/or third parties located outside India, including in the United States. In addition, any use by you of Group Company communications systems and equipment, including email and computers, must be in accordance with any policies that the Company or Group Company may issue from time to time, must be work-related, and may be subject to monitoring and recording. The collection, use, storage, and transfer of your personal data including sensitive personal data and the monitoring of your use of Group Company communications systems are described in more detail in the Data Privacy Notice included herein as Attachment C. If there is any part of the Data Privacy Notice that you do not understand, please discuss it with your People and Culture representative before signing. Furthermore, to the extent that you may have access to the personal data of others (within or outside Group Company) in the course of your employment

with the Company, you will strictly comply with all applicable data protection laws, regulations and guidelines and any policies issued by the Company or Group Company from time to time relating to data protection and privacy, and you acknowledge that the breach of any such rules may be regarded as gross misconduct.

16. Miscellaneous.

a. Group Company. The term "Group Company" in this Agreement shall refer to the Company and/or any of its current or future parent companies, subsidiaries, affiliates, successors or assigns.

b. Communications. To the extent this Agreement or any related documentation has been provided to you in a language other than English, the English language version will govern in case of any ambiguities or inconsistencies, subject to applicable law. The Company may also deliver any documents related to your employment, and request your consent to such documents, by electronic means. You hereby consent to receive such documents by electronic delivery and, if applicable, to execute such documents via electronic signatures, click-through acceptance of terms, or other online systems as may be established and maintained by the Company.

c. Severability. In case any one or more of the provisions contained in this Agreement shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the other provisions of this Agreement, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein. If moreover, any one or more of the provisions contained in this Agreement shall for any reason be held to be excessively broad as to duration, geographical scope, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall then appear.

d. Governing Law and Forum. This Agreement will be governed by the laws of India, and any dispute that cannot be resolved by the parties shall be submitted to the exclusive jurisdiction of the courts of Chennai, Tamil Nadu.

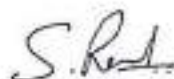
e. Entire Agreement. This Agreement including the attachments hereto supersede and replace any prior understandings or agreements, whether oral, written or implied, between you and the Company regarding the matters described in this Agreement.

[signature page follows]

If you wish to accept this offer, please sign and date both the enclosed duplicate original of this Agreement and the enclosed Employee Proprietary Information and Invention Assignment Agreement and return them to me. This offer, if not accepted, will expire at the close of business on 29-Apr-2023.

Very truly yours,

Viasat India Private Limited



Ramesh Soundararajan
Regional Director of Engineering, India

ACCEPTED AND AGREED:

Puvi Lakshmi Viveki

(Employee signature)

Start Date: 27-Apr-2023

Attachment A: Compensation Schedule

Attachment B: Employee Proprietary Information and Invention Assignment Agreement

Attachment C: Data Privacy Notice

Date: November 10, 2022

Ref: LTI/HR/ENS/Campus/2023

Name: Dinesh C

College: Thiagarajar College of Engineering

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Dinesh C,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a Graduate Engineer Trainee. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (Refer 'Annexure 1') and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be Rs. 25000 pm.
 2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
 3. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in 'Annexure-1'. Your appointment is in accordance with the Apprentices Act, 1961.
 4. Documents - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer 'Annexure-2')
 5. Background Verification - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
 6. If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this Graduate Engineer Trainee Offer Letter on the CampBuzz Portal (<https://campbuzz.ltifotech.com>) and register your credentials therein within seven (7) days from the date of this letter.
- If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.
7. You are required to register yourself as an apprentice on the apprenticeship portal <http://www.mhrdnats.gov.in> within [7] days from the date of this offer or once your final semester is completed as applicable.

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with LTI will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:
- Failing to meet the qualification criteria during the Training Program assessments
 - Unauthorized absence during the Training Program
 - Integrity and other disciplinary expectations
9. All Annexures appended herewith shall form an integral part of this letter.
10. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.
11. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.
13. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in 'Annexure-3'.
14. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For LTI Ltd.



Thiagu Dharmalingam
Senior Manager -Talent Acquisition

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Eligibility Criteria for Engineering - Year 2023 Batch	
Qualification:	B.E./B.Tech. M.E./M.Tech/MCA/M.Sc
Branches:	All Branches M.E./M.Tech(All branches) MCA, M.Sc (five-year integrated CS/IT)
Age Criteria: As on 1st July of Passing year (2023)	Less than 24 years Less than 35 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e after SSC/after HSC or Diploma which should not be more than 2 years. No Year drop allowed.
SSC, HSC Percentages/CGPA:	60% & Above OR Equivalent CGPA NOTE: • SSC /HSC should have cleared in FIRST ATTEMPT only. • Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. • For Diploma Holders, <u>final semester</u> should have cleared in FIRST ATTEMPT only. • For candidates pursuing HSC and Diploma(both), marks scored in the Diploma course will be taken into consideration.
Diploma/Graduation Percentage/CGPA :	Aggregate of 60% & Above <u>OR</u> Equivalent CGPA • For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered • Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results. • Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule) • Conversion from CGPA into Percentage must be calculated as per your respective University norms • Provisional/Passing Certificate must state First Class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	• No active/live backlogs allowed at the time of the interview process • All backlogs (if any) must be cleared <u>with the final semester exams</u> • All final semester subjects <u>must be attempted and cleared in the First Attempt</u> . (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course) • Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. • This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. • Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	(2023) SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE / State Board Approved ONLY
Pre-Employment Verifications:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(In the format prescribed by LTI) at the time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Training phase:	The period of training (classroom/virtual) and the subsequent technology & communication tracks assigned for training are purely subjected to the business requirements. Non-performance during technical & communication trainings/on the job phase is subjected to separation from the organization
Flexibility:	Should be flexible to work in any technology/work-shift/domain and work from any development center/partner premise/customer location as per business needs
Cooling Period:	Should NOT have appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.(If found so, LTI may take immediate action and cancel the candidature at ANY stage)
Eligibility for Maternity Leave:	As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 80 days in the organization in the twelve months immediately preceding the date of her expected date of delivery

Self-Declaration:

1. You should meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. I may take immediate action at any time during or after the Interview/Selection/Joining if found hiding any information/involved in any sort of malpractices/producing incorrect information or not meeting all the criteria mentioned above.
3. This recruitment process is completely free of cost.

Candidate Signatures: _____

Name: _____

Institute Name: _____

Mobile No: _____

ANNEXURE-2

Please bring along with you the following documents in original and one copy of the same.

- A. Duly acknowledged copy of the Graduate Engineer Trainee Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

- 1. Proof of age.
- 2. SSC/HSC or equivalent examination mark sheets.
- 3. Diploma / Degree mark sheets for all the Semesters/Years.
- 4. Passport first & last page.
- 5. Four wheeler Driving License.
- 6. Pan card.
- 7. Aadhar card.

You are requested to note that our offer is subject to submitting the above documents.

ANNEXURE-3

Name : Dinesh C Date : November 10, 2022

Salary Grade : P1

Components	INR. (p.a.)	INR. (p.m.)
Basic	180000	15000
Bouquet of Benefits	162180	13515
Bonus	21000	1750
Base Salary (p.a.)	363180	30265
Annual Incentive	0	
Total Variable (p.a.)	0	
TTC(p.a.)	363180	
PF	21600	1800
Gratuity	8658	722
Mediclaime Premium(p.a)	12929	1077
Retirals & Other Benefits(p.a)	43187	3598
Cost to Company (CTC)	406367	33863

Medical Insurance Premium:

The Group Mediclaime Policy of Company covers Employee, Spouse & upto 3 dependent children (below 25 yrs of age). Coverage limits are as per company policy.

You would also be eligible to be covered under the Voluntary Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* /Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

Offer Release Date: October 13, 2023

Dear RAHULKUMAR K,
1C-8C/2, 3RD, Madurai,
Tamil Nadu, India, 628502
Document ID - ab80ffca-fd27-45f7-a1d6-a88be4a98ece

74

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Sub: Offer and Appointment letter –Graduate Engineer Trainee

Dear RAHULKUMAR K,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd.-IOMC ("HCL" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as [Graduate Engineer Trainee in band E1.1

This position is a great match for your talent and skills, and that you will enjoy the professional challenges and growth opportunities associated with this role.

You are requested to join us on **October 19, 2023**. Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in HCL Technologies Ltd.-IOMC. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s).

Your Total Compensation will be INR 425000 per annum outlined in Annexure I.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000**. This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of joining.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

1

HCL Confidential

Signature of Employee:

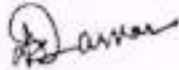
As confirmation of your acceptance, please send an email at HCLB-SchoolRelations@hcl.com within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by **HCL Technologies Ltd.-IOMC** will stand withdrawn without any liability.

As confirmation of your acceptance, please send an email at eschoolinfra@hcl.com within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter noted to you by HCL shall stand withdrawn without any liability.

Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL Technologies Ltd.-IOMC



Debasis Sarkar
Sr. VP, Head-Global Rewards

To,
Rajisanthoshi T G
4/371, Pugalenthi Street,
Sadasiva nagar, Madurai - 625020.


Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Date: 22 June 2023

Dear Rajisanthoshi T G,

Welcome to Trimble Family!!

Trimble is a great place to work!!! We take pride in our culture. We are confident that you will find meaning and associate with our organization, our values and work ethics. We look forward to your successful integration with us and a rewarding career with Trimble.

1. With reference to your application and your subsequent interview with us, we **Trimble Information Technologies India Pvt Ltd** are pleased to offer you the position of **Software Developer** subject to the terms and conditions set out in Annexure - A hereunder. You will receive emoluments and perquisites as mentioned in Annexure - C, which also specifies your detailed salary break up.
2. This Offer is subject to verification process conducted by Trimble India. If at any time, it is found that any of information provided by you is false, or any of the documents provided by you are not genuine, then the Offer becomes invalid and void ab initio.
3. You are required to join the services of Trimble India, on or before from **Monday, July 3, 2023**
4. At the time of joining, you are required to furnish the documents mentioned in Annexure - B
5. This Offer Letter, along with the Annexures & Addendum contained herein, are issued in duplicate. Kindly submit one copy of this Letter along with Annexures & Addendum duly signed by you as token of your acceptance of the same, by **27 June 2023** either as a physical copy or soft copy electronically. (In case you are providing the duly signed copy electronically, the original hard copy needs to be provided on the date of joining). If this Letter is not signed and returned to Trimble India as stated above, this offer shall be considered null and void.

We wish you good luck in your career with us and look forward to mutually beneficial association.

For Trimble Information Technologies India Pvt Ltd

**PRAVEENA
KAMALANATHAN**
Digitally signed by PRAVEENA
KAMALANATHAN
Date: 2023.06.23 13:55:44
+05'30'

Authorized Signatory

I have fully read, understood the content, and hereby agree to abide by the same.



Rajisanthoshi T G

CIN: U72300TN1999PTC043647

Registered Office: Lakshmi Tech Park - No.5/639, Old Mahabalipuram Road, Kandanchavadi, Perungudi, Chennai, India - 600095
Tel: +91 44 2254 1941 / 43 / 61 / 63 - Fax: +91 44 2254 1942 - www.trimble.com

Branch Offices: Shree Sawan Knowledge Park, 4th floor, D 507, TTC Industrial Area, M.I.D.C., Turbhe, Navi Mumbai 400 705, India Tel: +91 22 61387777
Vikram Monarch, CTS No. 1115-A/1, 10th floor, GaneshKhind Road, Shivajinagar, Pune - 411 016, India Tel: +91 20 4917 4900
1st Floor, No.23, Sankey Road, Lower Palace Orchards, Sadasivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

Annexure – A**Terms and Conditions of Employment**

This Terms and Conditions of Employment sets out the terms of your employment with Trimble India.

1. Designation and Place of Work:

- 1.1. You will be employed in the position of **Software Developer, Trimble Information Technologies India Pvt Ltd**. Your initial duties and responsibilities will be briefed to you by your supervisor or a designated person by the company and also may have reference in the new employee orientation program.
- 1.2. Your principal place of work as on the Effective Date shall be at **Chennai**, or at such other place as may be designated by the Company. You may be transferred, at the sole and absolute discretion of the Company, to any place in India or outside India, on terms and conditions not less favourable than those contained herein. You may be required to travel both inside and outside India on the business of the Company in the due performance of your duties, from time to time. The Company may also depute you to any work or assign you to any client, affiliate or associate company, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom the Company may make any such arrangement or agreement. You will at all times need to keep your passport valid and current.

2. Compensation

- 2.1. Your Annual Total Base Pay will be **Rs.7,00,000** Per Annum (which is explained in Annexure C), payable according to local payroll practices, subject to any deduction, including without limitation the usual deductions for taxation and other statutory deductions as required by the law.
- 2.2. Any tax liability arising out of your compensation/ salary shall be borne by you and it will be as per Income Tax Act and statutory rules, as applicable. All payments by the Company to you, shall be made after deduction of taxes, as applicable under the law.

3. Confidentiality of salary information:

- 3.1. The salary package offered to you is specific and personal to you. Any comparison of the same with the salary packages of other employees is discouraged.
- 3.2. You are required to strictly maintain the secrecy of and ensure that you don't divulge or communicate in any manner, any information regarding your remuneration/terms of employment, to any other employee of the company, except authorized authorities.
- 3.3. In a similar way, when deputed to work / interact at the client site, you are expected not to discuss or disclose the same to any member of the client staff, in the interest of maintaining and promoting good and ethical functional business relations with our clients.

4. Company Policies:

- 4.1. You agree that you will at all times faithfully, industriously, and to the best of your skill, ability, experience and talents, perform all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with the terms contained herein, all company policies, procedures, rules and regulations, both written and oral, as are announced by the Company, from time to time.

CIN: U72300TN1999PTC043647

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1st floor, No.23, Sankey Road, Lower Palace Orchards, Sedashivanagar, Bangalore 560 003, India. Tel: +91 80 21348088

- 4.2. It is also understood and agreed to by you that your assignment, duties and responsibilities and reporting arrangements may be changed by the Company, in its sole discretion, with or without causing termination of your employment.
- 4.3. Your attention is also drawn to the Company Policies and Procedures manual (collectively referred to as the "Company Policies") which describe in more detail, various other employment practices, such as claiming and payment of business expenses, and policies such as those on Leave & Holidays, Sexual Harassment, Use of Technology and Health and Safety, Global Code of Conduct which can be accessed at the Company Intranet. The Company reserves the right to review, modify or amend the Company Policies as and when required, at its sole discretion and the same shall be updated in the Intranet. Such modifications and amendments are also deemed to be part of these terms.
- 4.4. On accepting the terms contained herein and joining the services of the Company, you acknowledge that you would read through carefully and understood all the Company Policies contained on the intranet, your duties and responsibilities vis-à-vis such policies, the various steps and disciplinary actions that the Company can take/implement in order to ensure compliance with its Policies. You hereby agree to adhere to and comply with such Company Policies at all times during the term of your employment and thereafter if you are required to.

5. Non-Compete & Non-Solicitation Obligations:

- 5.1. In view of the position to be held by you in the Company, and the fact that you would be exposed to confidential and proprietary information of the Company during the course of your employment, you hereby undertake to abide by the following:
- 5.1.1. In the event of termination of your employment with the Company for any reason whatsoever, you shall, for a period of 12 months from the date of termination, be obliged not to engage yourself, directly or indirectly in any manner whatsoever in any Business or Firm or Company which constitutes a competition to the Company's business;
- 5.1.2. During the employment with the Company and for a period of 12 months thereafter, you shall not, without the Company's express written consent, either on the your behalf or on behalf of another (a) contact or deal with employees or ex-employees of the Company and or its associated companies, for the purpose of hiring them; (b) hire employees or ex-employees of the Company and/ or its associated companies; or (c) solicit the business of any client, customer or licensee of the Company and / or the associated companies.
- 5.1.3. The Clauses 5.1.1 and 5.1.2 shall survive the termination of employment. You hereby acknowledge that the provisions of these clauses are reasonable and necessary measures designed to protect the proprietary and Confidential Information of the Company.

6. Data Protection:

- 6.1. You consent to the Company holding and processing, both electronically and manually, the data it collects in relation to you, in the course of your employment, for the purpose of the Company's administration and management of its employees, its business and for compliance with applicable procedures, laws and regulations. You also consent to the transfer, storage and processing by the Company of such data outside India, where the Company may have its offices or that of its affiliates or group companies, and to the sharing of such data with prospective buyers, clients, acquirers and partners of the Company's business.

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1st Floor, No.23, Senkey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

7. Indemnification:

- 7.1. You undertake to keep the Company fully indemnified in respect of any breach or violation of the Non-Disclosure, Non-Use, Non-Compete and Confidentiality obligations by you. You understand that if you breach / violate in any manner, any terms and conditions herein, the Company shall suffer irreparable loss, harm and injury and monetary damages alone shall not be the adequate relief. Company, therefore, shall be fully entitled to obtain injunctive relief including similar other relief against you.

8. Termination of Employment:

- 8.1. Notice of termination: Each party agrees to provide the other Party with **two months** prior written notice for termination of employment or payment of two months' salary (Total Base Pay) in lieu of notice of termination. Notwithstanding the above, in the event that you desire to terminate your employment with the Company, the Company shall have the sole discretion to relieve you only after the completion of a Company assignment, where the same has not yet been completed by you.
- 8.2. You hereby agree that the Company is entitled to terminate your employment, at any time without notice or payment in lieu of notice if such termination arises as the result of your misconduct, negligence and/or breach of any express or implied term of your employment including the Company Policies and/or Global Code of Conduct as available on Intranet. Notwithstanding other provisions contained herein, the procedures for termination of employment and any associated payment settlement will be subject to managements' sole discretion.
- 8.3. Upon the termination or cessation of your employment with the Company for any cause whatsoever, you shall immediately deliver up to the Company or its authorized representative, any property or documents of the Company which may be in your possession, custody or under your control, including, without limitation, mobile phone, laptop, memoranda, correspondence, notes, records, reports, sketches, plans, letter heads, visiting cards or other documents and any copies or reproductions thereof in any medium whatsoever, and all other confidential information, whether or not the property was originally supplied to you by the Company. If so requested, you shall provide to the Company a signed statement confirming that you have fully complied with this Clause.
- 8.4. Without prejudice to any other right available under law, the Company reserves the right to make reasonable deductions from your full and final salary payment or any other amount due to you, in the event you fail to return all the property of the Company which is in your possession, or return it in a damaged state, other than due to normal wear and tear.
- 8.5. DUAL EMPLOYMENT: You will be in the exclusive employment of the Firm. During your employment with the Firm, you will devote your whole time, attention and skill to your ability for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

9. Retirement:

Retirement age for all the Trimble employees in India will be 58 years.

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1st Floor, No.23, Sankey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

Annexure – B***Documents to be submitted within three days of offer acceptance***

- a. Copy of educational certificates (SSLC, HSC, Graduation & Post Graduation);
- b. Copy of appointment letter/relieving letter from your last 3 employers;
- c. True copy of your last 2 months' pay slip;
- d. 6 copies of color passport size photographs;
- e. Copy of all pages of your passport;
- f. Copy of your Pan Card & Aadhaar Card;
- g. Identity Proof (Copy of Driving license/Voter's ID);
- h. Proof of residence (both permanent and present address);
- i. Employment Data Form, if not submitted earlier;
- j. Signed Trimble Policy Documents (enclosed with this offer);

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1st Floor, No.23, Sankey Road, Lower Palace Orchards, Sadashivanagar, Bangalore 560 003, India. Tel: +91 80 23348088

Annexure – C

Compensation Break-up/CTC

Name: Rajisanthoshi T G


 Dr. Rajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

Date: 22 June 2023

Particulars	Compensation	Compensation
	Per Month (In Rs.)	Per Annum (In Rs.)
Basic Salary	20417	245000
HRA	10208	122500
Flexible Benefit Basket	25258	303100
A. Gross Salary (Rs.)	55883	670600
Provident Fund		
B. Company's Contribution (Rs.)	2450	29400
Total Base Pay (Rs.) - A+B	58333	700000
C. Other Benefits		Benefits Value
Medical Insurance for family		850000
Personal Accident Insurance		1500000
Term Life Insurance		2100000
Gratuity	**	** As per Gratuity Act, 1972

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Zoho Corporation Private Limited

Plot 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu, 603 202.

Ph: +91- 44 - 6744 7070

www.zohocorp.com

SEZ Unit

7b

Date: 08-Oct-2022

To

Mr. RAM SUNDAR A L,
NO. 12, VADAKU MASI STREET,
MEENAKSHI NAGAR, SOOLAKARI, VIRUDHUNAGAR-626001,
TAMIL NADU.

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear RAM SUNDAR A L,

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position MEMBER TECHNICAL STAFF with ZHOHO CORPORATION PRIVATE LIMITED.

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of Rs.20000/- (RUPEES TWENTY THOUSAND ONLY). The following offer is valid, subject to successful completion of your project.

(Note: The above may not apply to you if your college does not permit internships)

REMUNERATION

Your annual Cost to Company will be Rs.600000/- (RUPEES SIX LAKH ONLY). The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.



ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.



NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment.

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **07-Nov-2022**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,
For Zoho CORPORATION PRIVATE LIMITED

M.I.Sohail
Manager - HR & Global Operations

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature: _____ Date of Offer acceptance: 08 Oct 2022

Name : RAM SUNDAR A L Place : Madurai



ANNEXURE A

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

NAME : RAM SUNDAR A L
DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	20000	240000
HRA	10000	120000
Other Allowance & Flexible component	17600	211200
Gross Salary	47600	571200
Employer Provident Fund (12% of Basic+TA)*	2400	28800
Cost To Company (CTC)	50000	600000
Prosperity Sharing Plan		100000
Compensation for the first year		700000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:**PROSPERITY SHARING PLAN**

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Medclaim policy for a sum insured of **Rs.500000/- (RUPEES FIVE LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of **Rs.3000000/- (RUPEES THIRTY LAKH ONLY)**.

Please note that the above mentioned insurance schemes are subject to change based on yearly renewal



LISTC069

Rich Dev Phagetra
Chennai

GD

Dr. D. S. S.
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

(78)

31 May 2023

Dear Rich Dev Phagetra,

We are delighted to make you this offer for appointment as **Software Engineer** at level L04 in our team at Lister Technologies Pvt. Ltd ("Company") a fully owned company of Bounteous Inc.. This offer is valid as per our understanding that you will join Lister Technologies Pvt. Ltd. on or before **31 May 2023**. Under the terms of this offer:

Total Compensation: Your annual salary will be **INR 750,000/- (Rupees Seven Lakh Fifty Thousand Only)**. Your Compensation will be inclusive of annual benefits such as the company's contribution to Provident Fund. As a regular full time employee, you are eligible to participate in the benefit package offered by the company's prevailing employee policy and practices. All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding and payroll taxes. The continuation of your employment is subject to the condition that you pass all the exams conducted by your university and submit all the necessary proofs for successful completion of your final semester examination on or before 31 October 2023. In case you have not passed all exams, this offer for full time employment with Lister Technologies Private Limited shall be null and void, effective (i) date of results being published or (ii) 31 October 2023, whichever is earlier.

- **Focal Review/Appraisal:** Performance reviews will be done on a periodic basis. Salary reviews and increments are done on annual basis, where the salary increase will be done by April for associates whose joining date falls between January to June. Salary increment will be done by October for associates whose joining date falls between from July to December.
- **Tax:** It is your continuous responsibility to meet all requirements under Indian tax laws including tax compliance and filing of personal tax returns in respect of all payments paid to you under this letter. Taxes on any payment made under this letter will be borne by you. The Company shall deduct tax at source and any payments under this letter that require such deduction to be made by the employer in accordance with the Indian tax laws. If you have been previously employed, it is your responsibility to disclose the total income received from all your previous employers during the respective financial year for consideration and deduction of tax. In the absence of such disclosure, the Company shall only deduct tax based on the income that you receive from the Company.
- **Leave:** All full-time employees will be eligible for 36 days of paid leave in a calendar year (January to December). You will be eligible for 12 days of earned / vacation leave, 12 sick Leave and 12 days of casual leave. For new joiners, leaves will be credited on pro rata basis. Other leave benefits include Maternity leave of 6 months, Paternity leave of 7 days. Please refer the Leave Policy for more details after you join Lister Technologies.
- Lister Technologies Pvt. Ltd has extended this offer to you based upon your educational qualifications, technical / general knowledge, experience with other Employer(s), skills and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other confidential information. As a condition of employment at Lister, you agree not to disclose or use confidential or proprietary information or any trade secrets of any current or previous employer. In this regard, you should be extremely careful not to bring to Lister any documents or other materials in tangible form belonging to or acquired from any current or previous employer. You

will need to sign the Company's Non-disclosure Agreement as a condition of your employment on the day of joining. Also, you represent that you are not subject to any restrictions that prevent you from working for Lister.

- Lister is committed to protect the quality and integrity of your personally identifiable information (PII and SPII). As an employee of Lister, you reserve the right to review/withdraw any personally identifiable information during the course of your employment. Employee Personal Data will be collected for specified, explicit, and legitimate purposes, and will not be further processed in a manner that is incompatible with those purposes.
- **Notice Period:** The notice period as per this contract shall be **60** days by either party. Notice period waiver or Notice period buyout shall not be encouraged under any circumstances. However in the rare event of either party wishing to proceed with early relieving, gross salary in lieu of notice will be recovered. Notice period waiver will be granted at the management discretion. The Company reserves the right to terminate your service at any time without notice should you be found guilty of misdemeanor, misconduct, negligence or any breach of the terms and conditions of this agreement. You are not entitled for any leave during Notice Period. In the event of leave during Notice Period, he/she is expected to extend the notice period to compensate the no. of leaves taken with prior approval from your Manager and HR.
- During the period of your employment, you will be governed by the prevailing employee handbook of your site, Lister's operating policies and procedures, notices and new regulations as there may be, which are issued and or amended with cause, from time to time.
- **Outside Activities:** While you render services to the Company, you will not engage in any other gainful employment, business, and activity without the written consent of the Company or act in any manner detrimental to the interest of the company.
- This offer is subject to background verification through a verification agency. Any false information provided is subject to termination of employment without any compensation. Please bring copies of your degree certificates and your service certificate at the time of your joining.

This offer letter captures all details (without any omissions) pertaining to compensation and designation that were discussed by the HR representative during the offer negotiation.

Yours Sincerely,



Vijayakumar Dilli
Vice President – Human Resources

Received & Accepted



Rich Dev Phagotra
Software Engineer

SALARY BREAK-UP

Name : Rich Dev Phagetra
 Designation : Software Engineer
 Date of Joining : 31 May 2023

Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

S. No	COMPONENTS	MONTHLY	ANNUAL
1	Basic	25,000	300,000
2	House Rent Allowance (HRA)	12,500	150,000
3	Special Allowance	14,964	179,570
4	Company's contribution to PF	3,000	36,000
5	Company's contribution to Gratuity	1,203	14,430
6	Conveyance	4,167	50,000
7	Company's contribution to Medical Insurance	1,667	20,000
	Total Compensation (in Rupees)	62,501	750,000

Confidentiality: Your compensation details are strictly confidential. You are entitled to discuss your compensation related queries only with the undersigned or with your HR point of contact in Lister. Any discussion or disclosure of your compensation related information with external parties will be considered as breach of the employment agreement with Lister. This may lead to withdrawal of this offer.

If you have any questions concerning this offer of employment, please feel free to contact the undersigned.

Rich Dev Phagetra, we are pleased and excited to have you as part of Lister Family and are eagerly looking forward to a challenging and rewarding association.

For Lister Technologies Pvt. Ltd.,

Vijayakumar Dilli

Vijayakumar Dilli
 Vice President – Human Resources

Acknowledged, Agreed and Accepted by:

Rich Dev Phagetra

Rich Dev Phagetra
 Software Engineer



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Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

729

Confidential

embedUR/OFR/2022/143

September 21, 2022

Employment Offer

Rohit D,
BE - ECE Department,
Thiagarajar College of Engineering

Dear Rohit,

We are pleased to offer you the position of "Software Engineer" based on your participation in your college's Campus Placement Programme. The following are the terms and conditions of your employment:

1 Your probation period will last for 6 (Six) months. Your performance will be assessed by management during this time, and upon satisfactory completion, written confirmation will be provided at the conclusion of the probationary period.

2 Your annualized **Total Compensation** (TC) is:

INR. 6,00,000/- (Rupees Six Lakhs only) per annum during Probation period (I.e. initial Six months).

INR. 8,00,000/- (Rupees Eight Lakh only) per annum after successful completion of the Probation period.

The details of the salary break up are enclosed in Annexures. The structure of your compensation plan may be altered / changed from time to time in line with the Compensation policy and practices of the Company.

3 You may be required to complete an Internship prior to joining embedUR as a full time employee; the duration and period of internship is dependent on business demand and at the discretion of the management.

4 At the time of conversion to full-time, you are required to sign a 36-month Employment Agreement with the organization. Please refer to the Employment Agreement document for additional terms & conditions information.

+91-44-45612200 | info@embedur.com | www.embedur.com

embedUR systems (India) Pvt. Ltd. | Phase 2, 11th Floor, TICEL Bio Park Ltd No.5, CSIR Road, Taramani, Chennai - 600 113.



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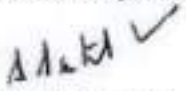
- 5 You are eligible for the leave and paid holidays in accordance with the organization's leave policy (National & State Holidays, Annual Leaves, Vacation Leaves, Emergency Time Off).
- 6 As applicable, you are eligible for additional benefits like Medical Insurance, Provident Fund and Gratuity.
- 7 The validity of this offer is contingent upon a successful background/reference check.
- 8 Please confirm acceptance of this Offer within 2 business days from the date it was issued.

We are thrilled that, as a member of embedUR, you will have excellent opportunities to contribute, play a significant role, and advance within the Organization.

With Best Wishes and anticipation of a mutually beneficial association.

for

embedUR systems (India) Private Limited


S. Sathish Kumar
Director Human Resources

I have read and understood the terms and conditions of the Offer and accept the same.

Signature

Date : _____

+91-44-45612200 | info@embedur.com | www.embedur.com

embedUR systems (India) Pvt. Ltd. | Phase 2, 11th Floor, TICEL Bio Park Ltd No.5, CSIR Road, Taramani, Chennai – 600 113



Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

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Annexure 1.1

Total Compensation Breakup

Name	Rohit D		
Designation	Software Engineer	Location	Chennai
Monthly gross (Rs.)		46,356.00	
1. Fixed Salary & Benefits		Per month (Rs.)	Per annum (Rs.)
1.1	Basic	23,178.00	2,78,136.00
1.2	HRA	9,271.00	1,11,252.00
1.3	Special Allowance	13,907.00	1,66,884.00
	Sub. Total	46,356.00	5,56,272.00
1.4	PF employer contribution	1,800.00	21,600.00
1.5	Gratuity	0.00	13,378.00
1.6	Medical Insurance	0.00	8,750.00
	Total - Section 1.0		6,00,000.00
Total Compensation			6,00,000.00
Benefits & Incentives:			
1) Medical insurance for Family: embedUR provides a comprehensive medical insurance benefit to the spouse and children of the employee. For more details please refer to the Insurance policy document.			
2) Gratuity: You shall be entitled to the Gratuity upon completion of five (5) years of service with the Company. This is based on the current monthly basic salary for indication purpose only.			
3) The above is the pre-tax amount subject to standard deductions such as employee PF contributions, Tax and other applicable deductions.			
Note: Compensation details are highly confidential and shouldn't be discussed with anyone except Reporting Manager, HR & Finance Officials.			



Annexure 1.2

Total Compensation Breakup

Name	Rohit D		
Designation	Software Engineer	Location	Chennai
Monthly gross (Rs.)		62,632.00	
1. Fixed Salary & Benefits		Per month (Rs.)	Per annum (Rs.)
1.1	Basic	31,316.00	3,75,792.00
1.2	HRA	12,526.00	1,50,312.00
1.3	Special Allowance	18,790.00	2,25,480.00
	Sub. Total	62,632.00	7,51,584.00
1.4	PF employer contribution	1,800.00	21,600.00
1.5	Gratuity	0.00	18,066.00
1.6	Medical Insurance	0.00	8,750.00
	Total - Section 1.0		8,00,000.00
Total Compensation			8,00,000.00
Benefits & Incentives:			
1) Medical Insurance for Family: embedUR provides a comprehensive medical insurance benefit to the spouse and children of the employee. For more details please refer to the Insurance policy document.			
2) Gratuity: You shall be entitled to the Gratuity upon completion of five (5) years of service with the Company. This is based on the current monthly basic salary for indication purpose only.			
3) The above is the pre-tax amount subject to standard deductions such as employee PF contributions, Tax and other applicable deductions.			
Note: Compensation details are highly confidential and shouldn't be discussed with anyone except Reporting Manager, HR & Finance Officials.			



Strictly Private and Confidential

Date: 03/23/2023

Roja Ramani Thirumalaipandi

C11837868

2/54, South Street, Melakottai, Thirumangalam, Madurai -625705

9025119931

Dr. G.K. Raajesh
 Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

Dear Roja Ramani Thirumalaipandi,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Centers, India, as per the below terms and conditions:

Job Profile - Application Development Associate

Management Level - 12

Job Family Group - Software Engineering



Please refer to:

- Annexure I for the compensation and benefits details.
- Annexure II for documentation to be submitted by you.
- Annexure III Terms of Employment
- Annexure IV-Declaration

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college, which shall be completed, without any delay or extension, within the course timeline as prescribed by the college/institution/university, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 11.0 Mar-2023

1

Candidate's Signature *Roja Ramani*

Reference Id: ed7d6a6d-b45a-4864-aed3-a5cd377b81cb_1
 Signed By: MAHESH VASUDEO ZURALE

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment based primarily on information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.sse@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. Before onboarding, we encourage you to take both doses of the COVID-19 vaccine.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers. This document further enhances and details of the learning opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning incentive of INR 10,000 provided new joiner is employed with the company for minimum three months.

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

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

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of the Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

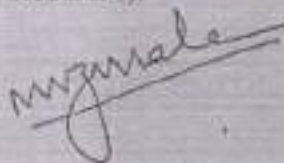
After accepting this Offer, we encourage you visit Countdown to the Company-

(<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history-as well as tips on how to develop yourself (and your career) in the future.

In case you have a query, please raise them on <https://indiacampus.accenture.com/xyzzone/accenture/auin/login>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

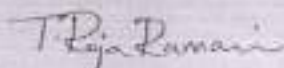
Yours sincerely,



Mahesh Vasudeo Zurele
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED

T. ROJA RAMANI



06/07/2023

Roja Ramani Thirumalaipandi

Dr. G.K. Rajesh

ANNEXURE I

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000/-
(B) Individual Performance Bonus (IPB) earning potential (at maximum 8.5%)	32,500/-
Maximum Annual Total earning potential(A+B)	4,15,500/-
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	INR 25,000/-
(D) Additional Notional Benefits	
Gratuity for each year of service (indicative and assured value calculated at an approximation of 4.81% of annual basic)	INR 6,400/-
Notional Insurance Premium paid by Company	INR 14,300/-
Annual Total Earning Potential + Additional Notional Benefits (A+B+C+D)	INR 481,200/-

(E) Additional Discretionary Reimbursements	
One-time WFH Assistance reimbursement	INR 15,000/-
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)

(F) Optional opportunity to participate in the Employee Share Purchase Plan	
Employee Share Purchase plan - to purchase Acoature plc Class A ordinary shares at 15% discount on the fair market value	INR 5,700/- (discount opportunity with an optional investment of 10% of gross pay and no charge in share price)

(A) Annual Fixed Compensation

Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your income.

(B) Individual Performance Bonus (IPB)

You will be eligible to participate in the FY23 (September 2022 to August 2023) Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of

the IPB, including but not limited to your performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

(C) Joining Bonus:

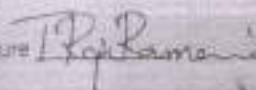
You would receive a discretionary joining bonus of INR 25,000/- in addition to the Annual Fixed Pay, subject to your joining the Company on or before the date of joining confirmed to you by the recruiter. The joining bonus is a one-time payment that will be paid with the first month's salary. In the unlikely event of you choosing to leave the Company, or your services being terminated, before the completion of one year of employment with the Company, the full amount of joining bonus amount shall become payable by you and shall be repaid on termination of your employment/separation from the Company. You agree that any dues payable by you on termination/separation from the Company as aforesaid shall be recovered/adjusted from your final settlement to the extent possible and if adjustments/set off are not possible, you agree to pay back to the Company the required amounts (part or full as the case may be) on or before your last working day or within a timeline as demanded by the Company. The same applies to any partial or shortfalls that needs to be recovered from you.

To be able to receive any joining bonus amount, you shall need to be on the payroll of the Company and in good standing (i.e., not serving a notice, not under a disciplinary proceeding or being reviewed for performance improvement)

You authorize the Company to set off the recoverable joining bonus amount either in full or part and as mentioned in clause above due from you, against any amounts, salaries, allowance, or any other pecuniary benefit which is due and payable to you by the Company. However, if the Joining Bonus amount to be recovered exceeds the amount due and payable by the Company to you at the time of your exit, you agree to pay the remaining balance of the Joining Bonus amount (or the full joining bonus amount, as the case may be) within the notified timelines provided by the Company. In the event, you fail to repay the balance or full amount of the Joining Bonus, as the case may be, pursuant to the time frames set forth above and it is necessary to take legal action against you to collect such amount, you agree to reimburse the Company for all costs incurred by the Company to collect such amounts, including attorney's fees and court costs.

Note: For International Worker Only

As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulations in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.



Benefits applicable for current Company financial year:

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

Insurance policy	Coverage for	Coverage amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 2 Dependent children	INR 3,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000/-	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit-Linked Insurance (EDLI)	Self	INR 7,05,000/- (if you contribute towards Employee Provident Funds)	Company

1 Medical:

a) Medical insurance for self, spouse and 2 dependent children up to INR 3,00,000 per annum. This plan allows for coverage of pre-existing ailments. This is as per current arrangement with our insurer and is subject to review from time to time.

b) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law and siblings up to INR 10,00,000 & any additional child up to INR 5,00,000 under a separate insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 10,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our insurer and is subject to review from time to time.

c) For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse and 2 dependent children
- + 20% of such claims for parents, parent's in-law, siblings, and additional children under the separate insurance plan

2 Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3 Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(D) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972 (as may be amended from time to time), payable as per the Company policy on your exit.

##(D) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at anytime at company's discretion.

###(E) Reimbursements would be approved as per the policies' terms & conditions. The reimbursement amounts are subject to

company policy and discretion and may be updated/reviewed/withdrawn at any time basis company discretion. Currently, the discretionary WFH benefits as mentioned in Annexure 1 (E) are available for our people until August 31, 2023 as per the company guidelines, provided such employees have joined/onboarded with Accenture before August 31st 2023.

5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

a) Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6. Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service.

In addition to the above, you will also be eligible for the following benefits:

- One time relocation allowance subject to a maximum of INR 2500,00/- on submission of actual supporting as per policy.
- Transport facility, as per Company guidelines, can be availed at no cost.

Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

All permissible expenses should be claimed through the Time and Expense Reporting application <Expense type - Other Expense - Sub Type- Relocation Expenses (Domestic) - Relocation Type- New joiner Relocation (NJR) > within 90 days of joining.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the above benefits & guidelines.

From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.

GST Clause:

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

General Tax:

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

ANNEXURE II

Mandatory documentation at the time of onboarding:

1. Two copies of your recent passport size photographs.
2. Original marksheet of all semester (PG/UG).
3. Original provisional degree certificate or convocation degree certificate.
4. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
5. Copy of Degree/PG/Diploma (as applicable) certificate.
6. Passport copy, if available (if not please apply immediately).
7. Pan Card
8. Certification Completion Document (as mentioned in the eligibility criteria)
9. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others.

Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

ANNEXURE IV - DECLARATION

I hereby represent and warrant that as of my effective start date of employment with the Company, I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-à-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employment and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into Accenture premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to Accenture, including any such documents or materials from my previous employer. To the extent I feel that my employment at Accenture would require me to bring any third party documents or materials to Accenture I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from Accenture. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle Accenture to terminate my services with immediate effect.

T. Rajkumar

T ROJA RAMANI

ACKNOWLEDGED AND AGREED

T. Raja Ramani

06/07/2023

Roja Ramani Thirumalaipandi

Date:

Disclaimer

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T. Raja Ramani

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625-015

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TAFE 

Tractors and Farm Equipment Limited
Huzur Gardens, Sembiam
Chennai - 600 011, Tamil Nadu, India
T: +91 44 6692 3500
Fax: +91 44 2537 5865
E-mail: corporates@tafe.com
CIN No: U29129TN1960PLC004337
tafe.com

Registered Office:
861 Anna Salai Chennai - 600 002
T: +91 44 2841 5441/ 2858 4918

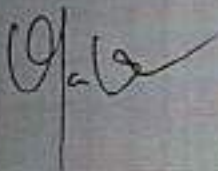
Ref. HR/TCE/05
July 07, 2023

Mr. Saheel Aqthar S
S/O Shri Samsul Arib
No. 2494, Housing Board
Villapuram
Madurai - 625011

Dear Saheel Aqthar,

Further to the tests and interview you had with us at your campus, we are pleased to inform that you have been provisionally selected as **Graduate Executive Trainee** in our Organization, with effect from 10th July, 2023, on the following terms and conditions:

1. Your training will be for a period of 12 months from the date you report for the purpose and it may, depending on your progress, be reduced, extended or terminated at the discretion of the Company.
2. During the first twelve months of training, your cost to Company will be Rs. 6,00,248/- (Rupees Six lakhs two hundred and forty eight only) per annum including Performance Appraisal Compensation, the breakup of which is given in the Annexure
3. On successful completion of 12-month training or of such extended period as the case may be, depending on the vacancies available, you will be confirmed in an appropriate grade. You will then become eligible for the revised allowances, both monthly and annual, such as Education Allowance, Compensatory Allowance, Special Allowance, Leave Travel Assistance, reimbursement of medical expenses, Performance Pay, Gratuity etc. as per Annexure attached.
4. The company reserves the right to post you either during the training period or thereafter, to any of its Manufacturing Plants, Area offices or Head Office or anywhere in India, or in any of its subsidiaries, or group companies, as may be required by the Company.



.....2



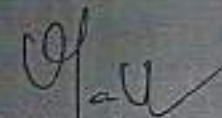
5. You will agree to serve the Company for a period of three years post completion of the training period and agree to sign a bond to that effect on the date of joining.
6. This offer is subject to the condition that you will complete the Engineering Course you are currently pursuing, securing First Division / Class and furnish the necessary Certificates / Mark Sheets within 6 months of joining TAFE.
7. You will have to obtain a Certificate of Medical Fitness from a Registered Medical Practitioner at your end in the attached medical examination form and send back to us as early as possible along with the enclosed Company Application Form.
8. If after joining, for some reason, you are not able to complete the period of 12 months training or you choose to discontinue before the completion of the said period, the same will be governed by clause 5 above.
9. You are to treat as strictly confidential the affairs of the Company and its customers of which you may be cognizant and particularly the drawings, quotations, specifications, prices of its products/technical classifications and other Manufacturing, Accounting, Sales and Commercial information.
10. You should report at our Sembiam Plant, Chennai-600011 on 10th July, 2023. Please note that we are organizing a structured training programme which will commence on the date indicated and hence it will be necessary for you to join on this date.
11. This offer is valid till 10th July, 2023. In case, we do not hear from you before that date or if you do not join by the date as indicated in Clause 10 above, the offer will be deemed to have been cancelled.

Please complete the attached Confidential Application Form and mail it to us immediately with your medical certificate.

Please return the duplicate copy of this letter duly signed by you as a token of having read, understood and accepted the terms and conditions of this offer of training.

We are pleased to extend this offer to you and do hope you will have a fruitful career with us.


for Tractors and Farm Equipment Limited




N. Mahesh
Senior Associate Vice President - Human Resources

ANNEXURE - A

Tractors and Farm Equipment Limited

TAFE 

Saheel Aqthar S	CTC - Break-up
Graduate Executive Trainee	Amount in Rs
Basic	13500
HRA	6750
Transport	1600
Special	15750
Ad hoc	1500
Medical Allowance	1125
Month Gross	40225
Annual Salary	482700
Mediclaim *	14460
LTA	12000
One-time payment **	45500
Annual Gross	554660
PF	21600
Gratuity	7788
Superannuation	16200
Cost to Company	600248


 Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

* Medidaim Floater Policy for Rs. 4L for a family of 1+3 at subsidized rates. Figures above represent company's contribution and the equal amount will be borne by you.

** One-time payment includes statutory bonus, as applicable, and is payable on completion of first year. On confirmation, the same will be replaced by Performance Incentive / Goal sheet Incentive as applicable.

For TRACTORS AND FARM EQUIPMENT LIMITED


 N. Mallesh

Senior Associate Vice President - Human Resources



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[Handwritten Signature]
Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

June 27, 2023

Dear Sangeetha,

Employment Offer Letter

We thank you for giving us the opportunity to meet with you, and discuss a possible employment opportunity with Neustar Data Infotech (India) Private Limited. Based on our discussion, we are pleased to make you an offer to join us as Assoc Developer, Software Development.

Job Title : Assoc Developer, Software Development
Department : Neustar Marketing Solutions - COS
Location : Bengaluru

The terms and conditions of your appointment with us will be as follows and notwithstanding anything to the contrary contained herein, all documents/policies/procedures/agreements enclosed herein as Annexures shall be deemed an integral part of this letter and you shall be bound by the same. Upon your acceptance of the offer, and subject to completion of all pre-requisites to the satisfaction of the company, your date of joining will be as mutually agreed.

Grade and Remuneration

The details of your grade and remuneration are as per the Annexure-A enclosed.

Role & Responsibilities

Your appointment is being done with the objective of your fulfilling responsibilities for the designated role. You are expected to fulfill these to the best of your abilities in the interest of TransUnion.

These are as applicable from the date of joining, and may undergo change any time. Such changes will be advised by your immediate manager or head of the department, or Human Resources.

Probation

You will be on probation for a period of 6 months after which your services will be confirmed in writing. Based on your performance the management may at its discretion extend the probation for further period. Either party may give notice of separation of employment at any time during the probation period, subject to 60 days' notice or by payment of 60 days salary in lieu of notice.

Transfer of Services

Your services are liable to be transferred from one department to another or from one location to another, anywhere in India, whether existing at present or to be set up in the future. Consequent to such transfer, you will be governed by the terms and conditions of service as applicable to your category of employees in the new place.



Separation

Post confirmation of your employment with the Company, either party may give a notice of separation from employment at any time, subject to a notice period of 60 days or 90 days as applicable to your grade in writing or by payment of salary in lieu of the notice at the discretion of the company.

However, in case of any information of any previous conviction by a court of law involving moral turpitude, or if any particulars given by you in your application form/interview being found to be false or incorrect, this appointment can be terminated without any notice or compensation whatsoever.

Other Terms and Conditions

The policies including the (i) Information Security Policy and (ii) Employees Code of Conduct & Ethics Policy (iii) Employee Hand Book and rules of the Company, as modified from time to time, will be applicable to you. You will be bound by all the existing policies and rules of the Company and those that may be framed from time to time. You shall comply with all these policies of the Company at all times. A copy of these policies will be shared in an electronic version on joining.

Confidentiality Undertaking

At all times (both during your employment and after it has been terminated) you will not disclose any of the Company's trade secrets or use any confidential information unless previously authorized by your Manager to do so. Any information relating to the Company's business, dealings, methods, appointments, practices, transactions, designs, processes, affairs or any other matter that comes into your possession or to your attention by reasons of your employment, shall be treated as being confidential, whether or not it is individually identified as confidential.

All property, documents, papers or other works including electronic data in your possession or control, acquired or prepared by reasons of your employment belong to the Company and must be returned on request and, in any event, upon termination of your services.

In order to ensure compliance with this requirement, you shall be required to sign a Confidentiality and Non-Disclosure Agreement at the time of your employment with the Company.

Non-Compete

During the term of your employment with the Company and for a period of one year immediately following the termination of your employment, whether with or without cause, at either your option or the option of the Company, with or without notice, you undertake not to directly or indirectly serve as an advisor, agent, consultant, director, employee, officer, partner, proprietor or otherwise of any business in competition with the Company's business as conducted by the Company during the course of your employment with the Company. You agree that you shall not have any ownership interest or participation in the organization, financing, operation, management or control of any business in competition with the Company's business as conducted by the Company during the course of your employment with the Company.

Non-Solicitation

During the term of your employment with the Company and for a period of one year immediately following the termination of your employment with the Company for any reason, either at your own option or at the option of the Company, with or without notice, you undertake not to directly or indirectly attempt in any manner to solicit or divert any clients or customers of the Company, or to persuade any person who is a client or customer, whether present or future, of the Company to cease its association with the Company either for himself or on behalf of any other person. You agree that you shall not solicit, induce, recruit or encourage any of the Company's employees to leave their employment, or hire or take away such employees or attempt to solicit, induce, recruit, encourage, hire or take away employees of the Company, either for yourself or for any other person or entity or assist anyone else to employ, except on behalf of the Company, any person who is in the employment of the Company or renders services to the Company, or was in the employment of the Company. You agree and undertake that you shall neither directly nor indirectly send any notice of your relocation or association with any other organisation to any of the Company's clients or customers.

Garden Leave

1. Following the service of notice to terminate your employment issued either by the Company or by you, or if you purport to terminate your employment in breach of your employment terms, the Company may, by a written notice place you on Garden Leave for the whole or part of the remainder of your notice period. "Garden Leave" shall mean any such paid leave that the employee shall be required to take at the option of the Company, during the entire and/or remainder of his/ her notice period.

2. During the period of Garden Leave:

- a. The Company shall be under no obligation to provide any work to you and may revoke any powers you hold on its behalf;
- b. The Company may require you to carry out alternative duties or to only perform such specific duties as are expressly assigned to you, at such location (including your home) as it may decide;
- c. You shall continue to receive your basic salary in the usual way;
- d. You shall remain an employee of the Company and bound by the terms of your employment (including any implied duties of good faith and fidelity);
- e. The Company may exclude you from any of its premises;
- f. The Company may require you not to contact or deal with (or attempt to contact or deal with) any of its officers, employees, clients, customers, agents, shareholders, representatives or any other business contact.

3. On termination of your employment (however arising) or, if earlier, at the start of a period of Garden Leave, you shall:

- a. not at any time make any untrue or misleading statement about the Company or its officers or employees or represent yourself as being employed by or connected with the Company;



b. immediately deliver to the Company, all documents, books, materials, records, correspondence, papers and information (on whatever media and wherever located) relating to its business or affairs or its business contacts, any keys, credit card and any other property which is in your possession or control;

c. irretrievably delete any information relating to the business of the Company stored on any magnetic or optical disk or memory and all matter derived from such sources which is in your possession or under your control outside the premises of the Company; and

d. provide a signed statement that you have complied fully with your obligations under this clause together with such reasonable evidence of compliance as the Company may require.

Verification

This appointment is subject to your successful background check (including employment history verification, education verification etc.) by the appointed agencies of the Company.

Medical Fitness

Where your inability to attend work due to health considerations seriously interferes with the smooth functioning of the Company or causes economic losses to the Company, your services are liable to be discharged on grounds of medical unfitness. The examination and certification by the Company doctor or Company approved doctor shall be final and binding for the purpose of this clause. Neustar Data Infotech India reserves the right to require you to undergo medical examination at any time.

Yours faithfully,

For Neustar Data Infotech India
Kaushik Gopalan
Senior Director, Human Resources

I accept this offer on the terms and conditions mentioned therein.

Name:

Signature:


 Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

Annexure A

Name : Sangeetha Muthukumar
 Job Title : Assoc Developer, Software Development
 Department : Neustar Marketing Solutions - COS

Components	Annual (INR)
Basic Salary	₹276,619
House Rent Allowance	₹165,971
Conveyance Allowance	₹19,200
Other / Utility Allowance	₹127,185
Leave Travel Assistance Allowance	₹34,577
Telephone Reimbursement	₹19,800
Medical Reimbursement	₹15,000
Co. Contribution to Provident Fun*	₹33,194
A. Total Fixed Salary	₹691,547
B. Performance Bonus as per Plan**	₹69,154
Benefits	
Gratuity***	₹13,299
Medical Insurance	₹26,000
C. Total Benefits	₹39,299
Total Cost to Company (A+B+C)	₹800,000

Co. Contribution to Provident Fund & Employer

*Co. Contribution to Provident Fund & Employer contribution to the Provident Fund - Equal amount will be deducted from employee's payroll towards the PF.

LISTC069

Sanjeev
Chennai

Dear Sanjeev,

We are delighted to make you this offer for appointment as **Software Engineer** at level **L04** in our team at Lister Technologies Pvt. Ltd ("Company") a fully owned company of Bounteous Inc.. This offer is valid as per our understanding that you will join Lister Technologies Pvt. Ltd. on or before **31 May 2023**. Under the terms of this offer:

Total Compensation: Your annual salary will be **INR 750,000/- (Rupees Seven Lakh Fifty Thousand Only)**. Your Compensation will be inclusive of annual benefits such as the company's contribution to Provident Fund. As a regular full time employee, you are eligible to participate in the benefit package offered by the company's prevailing employee policy and practices. All forms of compensation referred to in this letter are subject to reduction to reflect applicable withholding and payroll taxes. The continuation of your employment is subject to the condition that you pass all the exams conducted by your university and submit all the necessary proofs for successful completion of your final semester examination on or before 31 October 2023. In case you have not passed all exams, this offer for full time employment with Lister Technologies Private Limited shall be null and void, effective (i) date of results being published or (ii) 31 October 2023, whichever is earlier.

- **Focal Review/Appraisal:** Performance reviews will be done on a periodic basis. Salary reviews and increments are done on annual basis, where the salary increase will be done by April for associates whose joining date falls between January to June. Salary increment will be done by October for associates whose joining date falls between from July to December.
- **Tax:** It is your continuous responsibility to meet all requirements under Indian tax laws including tax compliance and filing of personal tax returns in respect of all payments paid to you under this letter. Taxes on any payment made under this letter will be borne by you. The Company shall deduct tax at source and any payments under this letter that require such deduction to be made by the employer in accordance with the Indian tax laws. If you have been previously employed, it is your responsibility to disclose the total income received from all your previous employers during the respective financial year for consideration and deduction of tax. In the absence of such disclosure, the Company shall only deduct tax based on the income that you receive from the Company.
- **Leave:** All full-time employees will be eligible for 36 days of paid leave in a calendar year (January to December). You will be eligible for 12 days of earned / vacation leave, 12 sick Leave and 12 days of casual leave. For new joiners, leaves will be credited on pro rata basis. Other leave benefits include Maternity leave of 6 months, Paternity leave of 7 days. Please refer the Leave Policy for more details after you join Lister Technologies.
- Lister Technologies Pvt. Ltd has extended this offer to you based upon your educational qualifications, technical / general knowledge, experience with other Employer(s), skills and abilities and not because of your knowledge of your current employer's or any previous employer's trade secrets or other confidential information. As a condition of employment at Lister, you agree not to disclose or use confidential or proprietary information or any trade secrets of any current or previous employer. In this regard, you should be extremely careful not to bring to Lister any documents or other materials in tangible form belonging to or acquired from any current or previous employer. You

SALARY BREAK-UP

Name : Sanjeev
 Designation : Software Engineer
 Date of Joining : 31 May 2023

[Signature]
 Dr. S.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

S. No	COMPONENTS	MONTHLY	ANNUAL
1	Basic	25,000	300,000
2	House Rent Allowance (HRA)	12,500	150,000
3	Special Allowance	14,964	179,570
4	Company's contribution to PF	3,000	36,000
5	Company's contribution to Gratuity	1,203	14,430
6	Conveyance	4,167	50,000
7	Company's contribution to Medical Insurance	1,667	20,000
	Total Compensation (in Rupees)	62,501	750,000

Confidentiality: Your compensation details are strictly confidential. You are entitled to discuss your compensation related queries only with the undersigned or with your HR point of contact in Lister. Any discussion or disclosure of your compensation related information with external parties will be considered as breach of the employment agreement with Lister. This may lead to withdrawal of this offer.

If you have any questions concerning this offer of employment, please feel free to contact the undersigned.

Sanjeev, we are pleased and excited to have you as part of Lister Family and are eagerly looking forward to a challenging and rewarding association.

For Lister Technologies Pvt. Ltd.,

[Signature]

Vijayakumar Dilli
 Vice President – Human Resources

Acknowledged, Agreed and Accepted by:

Sanjeev
 Software Engineer

will need to sign the Company's Non-disclosure Agreement as a condition of your employment on the day of joining. Also, you represent that you are not subject to any restrictions that prevent you from working for Lister.

- Lister is committed to protect the quality and integrity of your personally identifiable information (PII and SPII). As an employee of Lister, you reserve the right to review/withdraw any personally identifiable information during the course of your employment. Employee Personal Data will be collected for specified, explicit, and legitimate purposes, and will not be further processed in a manner that is incompatible with those purposes.
- **Notice Period:** The notice period as per this contract shall be **60** days by either party. Notice period waiver or Notice period buyout shall not be encouraged under any circumstances. However in the rare event of either party wishing to proceed with early relieving; gross salary in lieu of notice will be recovered. Notice period waiver will be granted at the management discretion. The Company reserves the right to terminate your service at any time without notice should you be found guilty of misdemeanor, misconduct, negligence or any breach of the terms and conditions of this agreement. You are not entitled for any leave during Notice Period. In the event of leave during Notice Period, he/she is expected to extend the notice period to compensate the no. of leaves taken with prior approval from your Manager and HR.
- During the period of your employment, you will be governed by the prevailing employee handbook of your site, Lister's operating policies and procedures, notices and new regulations as there may be, which are issued and or amended with cause, from time to time.
- **Outside Activities:** While you render services to the Company, you will not engage in any other gainful employment, business, and activity without the written consent of the Company or act in any manner detrimental to the interest of the company.
- This offer is subject to background verification through a verification agency. Any false information provided is subject to termination of employment without any compensation. Please bring copies of your degree certificates and your service certificate at the time of your joining.

This offer letter captures all details (without any omissions) pertaining to compensation and designation that were discussed by the HR representative during the offer negotiation.

Yours Sincerely,

Vijayakumar Dilli
Vice President – Human Resources

Received & Accepted

Sanjeev
Software Engineer



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November 14, 2022


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Saravanaprakash Suresh
No.9, 4th Cross street , Vinayagar kovil opp, Madurai - 625016.

Dear Saravanaprakash,

In view of your curriculum vitae, the information and documents submitted by you and our discussions on the subject, we are pleased to offer you the position of **Quality and Automation Engineer I** with Comcast India Engineering Center I LLP (Comcast India)

1. The broad terms and conditions that will apply once your employment commences are as outlined below. The detailed terms and conditions will be contained in an employment agreement that you will be expected to execute for your employment to commence:

(a) **Position:**

Your position will be as **Quality and Automation Engineer I** with Comcast India and you will be required to report to **Harish Jayesh**. In the course of your employment you will be required to undertake and perform all the acts, functions, and duties as may be assigned to you by Comcast India based on your knowledge, qualifications and experience.

You will be placed on probation during the first 3 months of your employment and shall only be confirmed subject to your satisfactory performance during this period. The probation period may be extended for a further period of 3 months at the discretion of Comcast India. Your employment may be terminated by you or Comcast India at any time during the probation period with one week's notice or pay in lieu.

(b) **Place of Work:**

Your place of work shall be in Chennai, India. You may be required to relocate to other locations in India or abroad; and/or undertake such travel in and outside India, from time to time, as may be necessary in the interests of Comcast India's business.

(c) **Remuneration, Allowance and Other Benefits:**

Your annual fixed pay including the basic pay, all allowances, and specific reimbursements agreed under the payment schedule (such as medical reimbursement, telephone reimbursement, etc.) payable by Comcast India but excluding the discretionary performance Bonus shall be **INR 6,06,675** (Six Lakhs Six Thousand Six Hundred and Seventy Five Only).

COMCAST India Engineering Center I LLP
Registered Office
Chennai One SEZ, 5th Floor, North Block in Phase II, Module 7 & 8, "Chennai One",
Pallavaram-Thoraipakkam 200 Feet Road, Thoraipakkam, Chennai – 600 097, Tamil Nadu



Your annual fixed pay shall be structured in accordance with the standard policies of Comcast India, which shall be communicated to you in writing from time to time and shall be subject to deduction of tax at source. The salary payable to you shall be paid monthly in arrears. Statutory contributions as per the relevant Indian laws will also be payable by Comcast India.

In addition to the annual fixed pay, you will be eligible for an annual discretionary performance bonus based on a target amount of 5% of the annual fixed pay (**Performance Bonus**). The detailed break-up of your annual fixed pay and the Performance Bonus will be provided to you with your employment agreement.

You are eligible for an optional meal card benefit of INR 2200 per month. To elect this meal card benefit, you must contact Payroll within thirty (30) days of commencing employment, and the meal card benefit amount will be deducted from your special allowance. If you take no action, you will not receive the meal card benefit, and the special allowance provided in your offer will remain unchanged.

(d) **Hours of Works:**

Your hours of work will be as per the working hours policy of Comcast India, Monday through Friday. You may be required to work such additional hours as may be necessary for you to perform your duties effectively and you will not be entitled to receive any additional remuneration for work done outside your normal hours of work, unless required by applicable law.

2. Subject to satisfactory completion of the conditions mentioned below, your employment with Comcast India shall commence on **July 3, 2023** or such other date that shall be communicated to you in writing by Comcast India (the **Start Date**):

- (a) You have not accepted any other employment or offer of employment before the Start Date and you possess the required qualifications to commence employment as an **Quality and Automation Engineer 1** with Comcast India
- (b) Your performance and conduct during your period of internship with Comcast India from **January 6, 2023 to June 30, 2023** is to the satisfaction of Comcast India and you have cleared all the tests assigned to you during your internship in accordance with the standards and requirements of Comcast India.
- (c) You have adhered to all your obligations during your Internship in accordance with the Internship Offer Letter dated **November 1, 2022** and Internship Agreement dated **December 5, 2022**.



- (d) You have completed and cleared all your university examinations and there are no pending papers, examinations, assignments, credits or any other requirements to be completed with respect to your university, as of the Start Date.
- (e) You have provided all accurate documents as may be required by Comcast India including but not limited to marksheets, transcripts, character certificates, degree certificates (or a provisional degree certifying your clearance of all semesters and examinations from your university).
- (f) You have executed an employment agreement with Comcast India on or before the Start Date. Your employment agreement shall contain customary provisions including but not limited to confidentiality, emoluments and privileges, intellectual property rights, representations and warranties, non-competition and non-solicitation provisions, termination provisions, etc. and you shall be governed by various company rules, standards and policies as communicated to you from time to time; and
- (g) You have agreed to and passed a background investigation conducted by Comcast India. By signing this letter, you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to you by Comcast India. This includes undergoing drug and alcohol testing as per Comcast India's Drug and Alcohol Policy and Privacy Policy. By signing this letter, you hereby authorize Comcast India to send the necessary specimen collected from you to selected third parties for a screening test for the presence of alcohol, and/or drugs that are illegal under national, state or local laws and, to receive and use the results of the test.

If your background check has not been completed prior to your Start Date, we may allow you to commence your employment but, if so, Comcast India will reserve the right to terminate your employment based on the results of the Background check, whenever completed.

Please note that this position is time sensitive. This offer is made to you on the condition that you have completed all the conditions mentioned in paragraph 2 and will commence employment on the Start Date. If you fail to do so, Comcast India will have the right to unilaterally rescind this offer. You undertake to fulfill these conditions promptly and in good faith to be able to commence employment with Comcast India by the Start Date.



3. This letter is meant to be an offer of employment and does not in itself give rise to an employer-employee relationship between Comcast India and yourself. Any employer-employee relationship is only meant to arise upon execution of an employment agreement with Comcast India.
4. This letter shall be governed by and construed in accordance with the laws of India. The courts at Chennai shall have exclusive jurisdiction to decide any dispute arising out of this letter.

Please sign and return one copy of this letter within 2 days from the date of this letter.

We look forward to welcoming you to Comcast India and working with you.

Best Regards,

For and on behalf of Comcast India Engineering Center I LLP

Kannan Subramaniam
Senior Vice President & General Manager

Acknowledgement

I hereby confirm my acceptance to terms and conditions outlined in this letter.

Signed:
Name:
Date:



Dr. G.K. Rajeevan
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

COMCAST INDIA OFFER		
Name	Saravanaprakash Suresh	
Comcast Title	Quality and Automation Engineer 1	
Department	SKY	
Hiring Manager	Harish Jayesh	
Components	Monthly	Annual
Basic Pay (50% of Total Fixed pay)	25,278	3,03,338
Basket of Allowances		
House Rent Allowance (Capped at 50% of Basic)	12,639	1,51,669
Leave Travel Allowance *	2,107	25,278
Special Allowance	10,533	1,26,391
Total Fixed Pay	50,556	6,06,675
Target CIP Bonus Variable Pay %	-	5%
Target CIP Bonus Variable Pay	-	30,334
Total Cash	50,556	6,37,009
Provident Fund **	3,033	36,401
Telephone Reimbursement	1,000	12,000
Gratuity ***	-	14,591
Cost to Company	54,590	7,00,000

Note:

- *Leave Travel Allowance is capped at 1 month of Basic
- **PF is contributed at 12% of Basic Salary (Employer's Contribution).
- ***Gratuity will be paid as per the Payment of Gratuity Act, 1972.
- Additional Out Patient Medical Benefit of INR 10,000 per annum for employee and their dependents.
- ^Meal Card is administered by ICICI - Multi Wallet Card (Optional Benefit).

COMCAST India Engineering Center I LLP
 Registered Office

Chennai One SEZ, 5th Floor, North Block in Phase II, Module 7 & 8, "Chennai One",
 Pallavaram-Thoraipakkam 200 Feet Road, Thoraipakkam, Chennai – 600 097, Tamil Nadu



Zoho Corporation Private Limited

Plot 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu, 603 202.

Ph: +91-44-6744 7070

www.zohocorp.com

SEZ Unit

Date: 24-Nov-2022

To

Mr.SASI KUMAR M,
NO.357/A, MAIN ROAD,MANGAL X ROAD,
MATHUR POST, VENBAKKAM TALUK,
TIRUVANNAMALAI-631701, TAMIL NADU.

(87)

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear Mr.SASI KUMAR M,

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED**.

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of Rs.20000/- (**RUPEES TWENTY THOUSAND ONLY**). The following offer is valid, subject to successful completion of your project.

(Note: The above may not apply to you if your college does not permit internships)

REMUNERATION

Your annual Cost to Company will be Rs.600000/- (**RUPEES SIX LAKH ONLY**). The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.



ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.





NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment .

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before 24-Dec-2022. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,

For ZOHO CORPORATION PRIVATE LIMITED

M.I.Sohail

Manager - HR & Global Operations

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature:

Date of Offer acceptance:

24 Nov 2022

Name :

Sasi kumar M

Place :

Madurai



ANNEXURE A

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

NAME : SASI KUMAR M
DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	20000	240000
HRA	10000	120000
Other Allowance & Flexible component	17600	211200
Gross Salary	47600	571200
Employer Provident Fund (12% of Basic+TA)*	2400	28800
Cost To Company (CTC)	50000	600000
Prosperity Sharing Plan		100000
Compensation for the first year		700000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:**PROSPERITY SHARING PLAN**

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Mediclaim policy for a sum insured of **Rs.500000/- (RUPEES FIVE LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of **Rs.3000000/- (RUPEES THIRTY LAKH ONLY)**.

Please note that the above mentioned insurance schemes are subject to change based on yearly renewal



Honeywell

#FUTURESHAPER

**MAKE AN IMPACT
MAKE REAL CONNECTIONS
MAKE THE BEST YOU**

Honeywell Technology Solutions Lab Pvt. Ltd.
Survey no. 19/2, Devarabisanahalli village, Vathur Hobli, Bengaluru East Taluk Bengaluru-560 103,

LETTER OF APPOINTMENT

Senthikumar Cinnadurai
2/239, North Street, Chinnangudi, Mayiladuthurai, Tamil Nadu, 609301, IND

Dear Senthikumar,

Honeywell's vision is to be one of the world's premier companies, distinctive and successful in everything we do. Our primary goal is to exceed our customer expectations by delivering competitive, quality products and services on time, every time.

This is an aggressive goal, which can only be attained by recruiting and developing a talented workforce. Honeywell wants individuals, who bring a diverse perspective to our business challenges, yet share our common behaviors: Have a Passion for Winning, Be a Zealot for Growth, Think Big...Then Make it happen, Act with Urgency, Be Courageous, Go Beyond, Inspire Greatness, Become your Best.

Further to your recent interview interaction with Honeywell, we are delighted to extend this offer of employment to you. This offer is conditional on (i) satisfactory reference check of all qualifications and the accuracy of the employment history provided by you before you start your work. Your current and prior employers might be contacted for the same however; while completing your background application, you can request not to have your current employer contacted (ii) successful completion and passing the pre-employment drug tests conducted by Honeywell or any company designated by Honeywell to conduct the same; (iii) the acceptance of the terms and conditions of your assignment as set forth below including the attachments that are incorporated by reference "offer" and (iv) your obtaining the necessary work or employment passes or permits from the relevant authorities in India to work in India, if applicable. The term "Company" below shall refer to the hiring entity and the term "Honeywell" to its parent entity and/or Honeywell International Inc, its predecessors, designees and successors and its past, present and future operating companies, divisions, subsidiaries, affiliates and other business units.

General Conditions

- **Position:**
 - Software Engr I
 - Corp/HTS
 - Madurai, Tamil Nadu
- **Manager:** You will report to Manager who will be assigned by Honeywell as your supervisor from time to time
- **Date of Employment Commencement:** July 24, 2023
- **Band:** 03

Total Fixed Cash Salary

Your total fixed cash compensation is 800000. Please see attached Salary Break up Sheet.

Merit Eligibility

Employees hired, rehired, or promoted on/after November 1st are generally not eligible for a salary increase in March of the following year.

Compensation Administration & Delivery

Your compensation will be reviewed in accordance with the review cycle determined by the company and shall be based on your job performance, business performance, Honeywell performance as well as market pay trend.

Benefits

- **Leave Policy:** You will be eligible for leaves as specified in Company leave policies.
- **Group Health Insurance:** You will be entitled to Company provided medical insurance based on the Company's current medical insurance scheme.
- **Personal Accident / Term Insurance:** You will be entitled to Company provided personal accident insurance and other insurance based on the Company's current insurance scheme.

Provident Fund or Similar Mandatory Schemes

- You and the company shall make contributions in accordance with the provisions of the Employees' Provident Fund and Miscellaneous Provisions Act, 1952, if applicable.
- Aadhaar details are mandatory for your Provident Fund enrolment:
 - As per the mandate from Employee Provident Fund Office (EPFO) all new joiners have to furnish their Aadhaar number at the time of joining to remit the Provident Fund Contributions.
 - In case of non-availability of Aadhaar card, Aadhaar enrolment number to be furnished at the time of joining.
 - Failing to provide Aadhaar number or Aadhaar enrolment number will result in non-remittance of PF contribution.
- If eligible, you would be entitled to gratuity in accordance with the Payment of Gratuity Act, 1972.

Maternity Benefits

You shall be entitled to the benefits available under the Maternity Amendment Act 2017, if applicable.

Other Matters

Probation Period: 6 months. Successful completion of probation period is dependent on satisfactory performance as assessed by your Supervisor.

- This employment may be terminated at any time:
 - By giving 30 days advance notice, in writing, during the probation period or payment in lieu thereof to the other party or
 - By giving 60 days advance notice, in writing, after the successful completion of the probation period or payment in lieu thereof to the other party; the above mentioned notice period shall be curtailed only with prior approval from the management.
 - If in the reasonable opinion of Company your performance is below expectation or if you are guilty of serious misconduct, Company may terminate your employment summarily without notice. Serious misconduct includes, but is not limited to, dishonesty, theft, misrepresentation, breach of the Substance Abuse Policy; refusal to obey a reasonable command of Company.
- The Company reserves its right to insist on you to complete the project on hand and/or to complete the transition process before being relieved from the service. In the event, you leave the service of the Company without serving the Notice Period and completing your transition process, the company is entitled to take appropriate action against you.
- In the event the Company relieves you before the expiry of the Notice Period, you will be entitled to receive the salary for the unexpired period of Notice.

Work Location: You will be employed at Honeywell Technology Solutions Lab Pvt. Ltd. located at IND-Madurai-ELCOT- SEZ, PLOT NO.1, ILANDAIKULAM RING ROAD or such other department or place of business of the Company or its subsidiaries and associates in or outside India, as the Company may determine from time to time.

Work Hours: Your working hours will be governed by applicable laws of India and may be revised from time to time.

Duties: During your employment with Company, you will be required to devote your entire time and attention to your duties and not engage in any other trade, business, or occupation.

Dress Code: You are expected to dress in business attire, smart casual and/or uniform, based on the existing policy of the company which may be revised from time to time.

Income Tax Payment: You will be solely responsible for your income tax. Where required by the local laws and tax authorities, the Company will deduct income taxes you owe from your monthly income and remit such monies to the tax

authorities on your behalf.

Non Solicitation: You are subject to the terms as set forth in the attached Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information and all Supplements thereto.

Intellectual Property Agreement

As a condition of the employment offer/transfer/promotion, it is required that you agree to and sign a current copy of Honeywell's "Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information" (the "IP Agreement") before your start date. This IP Agreement will be part of your Onboarding tasks. In the event that you do not agree to and sign this agreement, the offer/transfer/promotion will not become effective.

Amendments: The Company reserves the right, subject to applicable laws, to amend the terms of this offer from time to time as legal requirements may dictate.

Non Violation: You represent that by accepting the terms of this agreement, you will not be in violation of the terms of any agreement with your previous employers or third parties.

Code of Business Conduct: Any time during the term of your employment, you are required to comply with all applicable laws, regulations and the Honeywell Code of Business Conduct, as may be amended from time to time. Please read the Honeywell Code of Business Conduct thoroughly as soon as your employment commences and attend all mandatory training as advised from time to time.

Access to Communication System: You shall use internal e-mail, voice mail, computer systems, etc. for work purposes and refrain from using them for personal purposes. Further, you agree that the Company may access or examine these systems, from time to time, pursuant to the Company's business requirements and in order to check if you have observed the Company regulations or if there have been any illegal or improper affairs.

Governing Law: This letter shall be governed by and construed under the laws of India without regard to its principles of conflicts of laws. Notwithstanding the foregoing, the Company reserves the right to invoke the jurisdiction of any competent courts in India (in particular its labor courts) or in any other country or jurisdiction (whether concurrently or not) to remedy or to prevent violation of or enforce any provisions in this Agreement. To the greatest extent permitted by applicable law, you waive any objection which you might now have to such courts being used as a forum to hear and determine any claim or suit.

Retirement Age: You will retire from the services of the company on your completion of the age of sixty years (fifty-eight years if you are joining ED&S) subject to "Contract Terms and Notice Period" clause mentioned in this letter.

Other Payments: You agree and authorize Honeywell to recover any amount paid to you other than salary (Notice Period buy-out, Joining Bonus or relocation) and you agree to authorize the same at the time of your exit.

All the terms and conditions of your employment with Honeywell Technology Solutions Lab Pvt. Ltd. will be governed by the rules and regulations, policies, procedures and guidelines of Honeywell Technology Solutions Lab Pvt. Ltd. , which are subject to change from time to time, at the sole discretion of the company, without giving any notice or assigning any reason thereof.

Please indicate that you have understood and agree with our conditions by signing a copy of the attachment to this letter, and returning it as soon as possible, and in any case no later than July 6, 2023.

Honeywell

Date: November 10, 2022
Ref: LTI/HR/EN9/Campus/2023
Name: Sethuraman S
College: Thiagarajar College of Engineering

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Sethuraman S,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee**. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (Refer 'Annexure 1') and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be Rs. 25000 pm.
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in 'Annexure-1'. Your appointment is in accordance with the Apprentices Act, 1961.
4. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer 'Annexure-2')
5. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter** on the **CampBuzz Portal** (<https://campbuzz.intinfotech.com>) and register your credentials therein within seven (7) days from the date of this letter.

If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

7. You are required to register yourself as an apprentice on the apprenticeship portal <http://www.mhrdnats.gov.in> within [7] days from the date of this offer or once your final semester is completed as applicable.

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with LTI will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:
 - Failing to meet the qualification criteria during the Training Program assessments
 - Unauthorized absence during the Training Program
 - Integrity and other disciplinary expectations
9. All Annexures appended herewith shall form an integral part of this letter.
10. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.
11. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.
13. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in 'Annexure-3'.
14. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For LTI Ltd.



Thiagu Dharmalingam
Senior Manager -Talent Acquisition

I have read the letter and accept the same.

Signature and Date

ANNEXURE-1

Eligibility Criteria for Engineering - Year 2023 Batch	
Qualification:	B.E./B.Tech. M.E./M.Tech/MCA/M.Sc
Branches:	All Branches M.E./M.Tech(All branches) MCA, M.Sc (five-year integrated CS/IT)
Age Criteria: As on 1st July of Passing year (2023)	Less than 24 years Less than 26 years
Academic Gap:	Academic gap allowed <u>only after the completion</u> of the entire course i.e. after SSC/after HSC or Diploma which should not be more than 2 years. No Year drop allowed.
SSC, HSC Percentages/CGPA:	60% & Above OR Equivalent CGPA NOTE: <ul style="list-style-type: none"> SSC/HSC should have cleared in <u>FIRST ATTEMPT</u> only. Re-exam (Supplementary or Improvement exams) given soon after the Main exam will NOT be considered. For Diploma Holders, <u>final semester</u> should have cleared in <u>FIRST ATTEMPT</u> only. For candidates pursuing HSC and Diploma(both), marks scored in the Diploma course will be taken into consideration.
Diploma/Graduation Percentage/CGPA :	Aggregate of 60% & Above OR Equivalent CGPA <ul style="list-style-type: none"> For the interview process, an aggregate of 60% & above <u>till the results of the last conducted examination</u> will be considered Aggregate of 60% & above or equivalent CGPA <u>must be obtained</u> after declaration of final semester results Includes aggregate of all semesters AND all appeared subjects (irrespective of the University rule) Conversion from CGPA into Percentage must be calculated as per your respective University norms Provisional/Passing Certificate must state First Class
Re-attempts/ATKTs /Backlogs/Arrears: (Diploma, Graduation, Post Graduation)	<ul style="list-style-type: none"> No active/live backlogs allowed at the time of the interview process All backlogs (if any) must be cleared <u>with the final semester exams</u> All final semester subjects <u>must be attempted and cleared in the First Attempt</u> (No Re-attempts/ATKTs/Backlogs/Arrears allowed in the final semester of any course) Backlogs include Reattempts/ATKTs/Arrears in all appeared subjects irrespective of the exemption rules implemented by the College/University. This also includes Internal, External, Oral/Verbal/Practical Re-attempt/ATKTs/Backlogs/Arrears and re-attempts due to Absenteeism. Re-exam (Supplementary or Additional exams) given soon after the main exam is also considered as a Re-attempt/ATKT/Backlog/Arrear.
Nature of Course:	All Full Time courses Only
Year of Passing:	(2023) SUMMER Pass outs Only
Citizenship:	Resident Indian Citizens Only
Your College/Institution MUST be:	UGC / AICTE / State Board Approved ONLY
Pre-Employment Verification:	Not been involved in any court proceedings and/or convicted for any offence
Pre-Employment Medical Certificate:	Submitting a Medical Certificate of Fitness(in the format prescribed by LTI) at the time of joining, which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS
Training phase:	The period of training (classroom/virtual) and the subsequent technology & communication tracks assigned for training are purely subjected to the business requirements. Non-performance during technical & communication trainings/on the job phase is subjected to separation from the organization
Flexibility:	Should be flexible to work in any technology/work-shift/domain and work from any development center/partner premise/customer location as per business needs
Cooling Period:	Should NOT have appeared for any LTI interview process anywhere in the past 6 months from the date of my interview process.(If found so, LTI may take immediate action and cancel the candidature at ANY stage)
Eligibility for Maternity Leave:	As per the Maternity Benefit Act, 1961, employee would be entitled for maternity leave if she has worked for a minimum of 90 days in the organization in the twelve months immediately preceding the date of her expected date of delivery

Self-Declaration:

1. You should meet ALL the eligibility criteria exactly as stated above and agree to abide by all the terms of employment.
2. LTI may take immediate action at any time during or after the Interview/Selection/Joining if found hiding any information/involved in any sort of malpractices/producing incorrect information or not meeting all the criteria mentioned above.
3. This recruitment process is completely free of cost.

Candidate Signature: _____

Name: _____

Institute Name: _____

Mobile No: _____

ANNEXURE-2

Please bring along with you the following documents in original and one copy of the same.

- A. Duly acknowledged copy of the Graduate Engineer Trainee Offer Letter.
- B. Non-Disclosure Agreement.
- C. Two copies of your recent passport size photograph with white background.

Attested copies of the following are required:

- 1. Proof of age.
- 2. SSC/HSC or equivalent examination mark sheets.
- 3. Diploma / Degree mark sheets for all the Semesters/Years.
- 4. Passport first & last page.
- 5. Four wheeler Driving License.
- 6. Pan card.
- 7. Aadhar card.

You are requested to note that our offer is subject to submitting the above documents.

ANNEXURE-3

Name : Sethuraman S Date : November 10, 2022

Salary Grade : P1

Components	INR. (p.a.)	INR. (p.m.)
Basic	180000	15000
Bouquet of Benefits	162180	13515
Bonus	21000	1750
Base Salary (p.a.)	363180	30265
Annual Incentive	0	
Total Variable (p.a.)	0	
TTC(p.a.)	363180	
PF	21600	1800
Gratuity	8658	722
Mediclaime Premium(p.a)	12929	1077
Retirals & Other Benefits(p.a)	43187	3598
Cost to Company (CTC)	406367	33863

Medical Insurance Premium:

The Group Mediclaime Policy of Company covers Employee, Spouse & upto 3 dependent children (below 25 yrs of age). Coverage limits are as per company policy.

You would also be eligible to be covered under the Voluntary Group Term Life and Group Accident Insurance policy as per the company policy.

Notes:

- 1) Basic will be reckoned for PF, Gratuity (if applicable) and Leave Encashment as per rules.
- 2) Bouquet of Benefits* / Flexi Pay consists of Flexi-components which may include HRA, Conveyance, LTA, Meal Allowance and Adhoc allowance.
- 3) H.R.A. will be deducted for accommodation (if any) provided by the Company.
- 4) The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's contribution.
- 5) Gratuity payment shall be as per "Payment of Gratuity Act, 1972".
- 6) Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.



Apr 24, 2023

M Shakinsha
85C-7, MAX STAR APARTMENTS 1-B, NORTH GATE, S.S.COLONY, Madurai South
Madurai Tamil Nadu
625016

Dear M Shakinsha,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **TDP** at **salary grade 25**. Your work location shall be at Company's office located at **Noida Tower A**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **May 16, 2023**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post-employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above-mentioned date, are required for your employment with the company.

- (i) Highest Degree Certificate
- (ii) PAN Card OR Passport
- (iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post-employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post-employment background checks, this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and, if you have already commenced employment with the Company, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.


PROBATION

You shall serve a minimum probation period of **180 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof a sum equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015
91

Your initial place of posting shall be at the Company's office located at **Noida Tower A**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **TDP** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.1,025,000.00 Rupees Ten Lakh Twenty Five Thousand Only**. Your cost to the Company (CTC) shall be **Rs.1,227,950.00, Rupees Twelve Lakh Twenty Seven Thousand Nine Hundred Fifty Only** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

DEFERRED SIGN-ON BONUS

You shall be entitled to a total sign on bonus of **Rs.222,000.00**. Amount of **Rs.75,000, Rupees Seventy Five Thousand Only** will be payable to you at the time of payment of your first salary and remaining amount of **Rs.147,000, Rupees One Lakh Forty Seven Thousand Only** will be paid to you post completion of **18** months of service. In the event, your employment with the Company is terminated either by you or by the Company for any reason whatsoever, prior to completion of **1 (one)** year from the date of each pay out, you will be required to repay the Company amount of sign-on bonus due as on date of termination forthwith. In case the total sign-on bonus amount or part thereof is not repaid to the Company by you, Company reserves the right to settle it against your full and final settlement amount. Sign-on bonus shall be governed by the applicable Company policy.

*Withholding taxes as applicable would be deducted from the above.

RELOCATION

Relocation assistance shall be provided as per the Company's relocation policy for freshers. You shall be entitled to a relocation amount of **Rs. 50,000, Rupees Fifty Thousand Only**, subject to deduction of applicable taxes, which shall be payable at the time of payment of your first salary.

REWARDING RESULTS PLAN

You shall be eligible to participate in the Rewarding Results Plan in accordance with the terms and conditions of the Company, as amended from time to time. In this Rewarding Results Plan, you may be eligible to earn an annual performance-based incentive in addition to your basic salary. Your initial annual target incentive is **15%** of the fixed salary. It is clarified that no payment under this plan is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year on the Company's discretion. Basis this, your annual incentive payout could range from **0%- 15%** of the fixed salary. Any annual or other bonus payments are discretionary, non-binding and revocable for future years. Kindly refer to the rewarding results plan policy for any information regarding eligibility, payouts or any other terms and conditions associated with this plan.

Bansal
G.K. Bansal
Assistant Officer
G.K. Bansal College of Engineering

The payment of all compensation and bonus / incentive, if any, shall be made in accordance with the relevant policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

By accepting this letter of appointment you authorize the Company to deduct from your remuneration on termination of employment (including salary, salary in lieu of notice, sign on bonus, notice pay out etc.) all debts owed by you to the Company or any of its group companies/associates or any fine imposed by the Company as a discretionary penalty pursuant to the Company's disciplinary procedure.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 90 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over-ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.**, We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

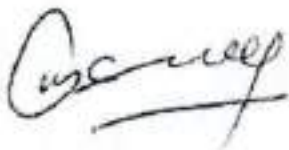
Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e-mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

M Shakinsha, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**SM

For **Optum Global Solutions (India) Private Limited**



Sumeek Gopal
Vice President - People Team

I accept this letter of appointment on the terms and conditions as described herein.

ACKNOWLEDGEMENT:

M Shakinsha

Date: _____

Dr. G.A. Aiyappa
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015



#FID-4121515
June 16 2022

Shankar Mahadevan
TCE Madurai

PRIVATE & CONFIDENTIAL

Dear Shankar,

OFFER OF EMPLOYMENT

We are pleased to extend this offer to you to join Fidelity Investments, one of the most diversified financial services companies in the world, offering a full range of product solutions for individual investors, employers, institutions and intermediaries. Our employee's value quality and excellence and it is their dedication and integrity that are key to our success.

With reference to the discussions you have had with us, we are pleased to offer you the position of **Executive Graduate Trainee** with Fidelity Business Services India (FBSI) Private Limited at **Chennai**. The Company reserves the right to transfer you to any of its locations which will be communicated to you.

Your Annual Base salary will be **Rs 1007846/-** and you will be entitled to other allowances and benefits. The details are enclosed in the attached Annexure. Please note that all compensation details are confidential information between you & FBSI, and hence we request you to maintain confidentiality.

Your appointment commences from **August 17 2023** and you will be on probation for a period of 6 months. During or at the expiry of your probation period or extended period of probation, your services are liable to be terminated at any time with 60 days' notice or 60 days' salary in lieu of notice without assigning any reason. Your probation completion is subject to successful completion of your educational qualifications and submitting a copy of those records to the Company. Unless confirmed in writing you will continue to be on probation.

Please note that this offer is contingent upon the following

1. Successful completion of background investigation process.
2. Successfully clearing all evaluation criteria of your internship
3. Successfully completing the full internship period with us

A detailed contract letter of employment stating the terms and conditions of employment will be issued to you on your joining the Company.



Dr. G.K. Rajesh
Placement Officer
Legaraj College of Engineering
No. 625 015



COMPENSATION DETAILS

Annexure A

NAME	Shankar Mahadevan
DESIGNATION	Executive Graduate Trainee
PARTICULARS	AMOUNT (INR)
ANNUAL BASE SALARY (a)	
BASIC SALARY	530445
HRA @ 60% OF BASIC SALARY	318267
OTHER ALLOWANCE @ 30% OF BASIC SALARY	159134
ANNUAL RETIRALS (b)	
EMPLOYER CONTRIBUTION TO PF @ 12% OF BASIC SALARY	63653
ANNUAL BONUS OPPORTUNITY (15% OF ANNUAL BASE SALARY) (c)	
ANNUAL BONUS OPPORTUNITY*	128500
TOTAL COMPENSATION (a+b+c)	1200000

***ANNUAL BONUS OPPORTUNITY:**

Annual Bonus Opportunity included in Compensation Details is an indicative figure calculated at 85% funding and 100% payout. The actual Annual Bonus will vary depending on individual performance and company bonus funding and will be paid pro-rated for the time served in a calendar year.

ANNUAL INSURANCE BENEFITS (PREMIUM PAID BY THE COMPANY):

LIFE INSURANCE COVER FOR EMPLOYEE	4243560
HOSPITALISATION FLOATER COVER FOR EMPLOYEE, SPOUSE AND TWO CHILDREN	300000
GROUP PERSONAL ACCIDENT COVER FOR EMPLOYEE	3182670

* Please note you need to be an active employee as on October 1 to be eligible for annual bonus consideration. In the event of your date of joining being between October 2 – December 31, note that you would not be eligible for annual bonus consideration in the year of your joining.

Kindly sign the duplicate copy of this letter and the annexure indicating your acceptance of the offer, and return it to us not later than **June 28 2022**. In the event of your not responding by the said date or not joining by the agreed date **August 17 2022**, the offer will be treated as withdrawn with no further consequences.

We look forward to your acceptance of this 'Offer of Employment'.
Yours sincerely,

For & on behalf of
Fidelity Business Services India Private Limited

Authorized Signatory

Fidelity Business Services India Private Limited
(CIN : U72200KA2002PTC056311)
Regd. office: 'Pinehurst', Embassy Golf Links Business Park, Off Intermediate Ring Road,
Bangalore 560 071, Karnataka, India. <https://india.fidelity.com/india/>
Phone: +91 80 6691 6000. Fax: +91 80 6735 7800
8th and 9th Floor, Neville Tower, TII Info Park Pvt. Ltd, SEZ, Ramarajan IT City, Old Mahabalipuram Road, Taramani Chennai
Board number - +91 44 40310000 Fax - +91 44 4031 1500.
This is a digitally signed letter and hence no physical signature is required.



Digitally signed
by Eswara,
Aiyappa
Date:
2022.06.20
21:16:27 IST

94

Dr. G.K. Raajesh

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Date: November 10, 2022

Ref: LTI/HR/EN6/Campus/2023

Name: Sharath Venkatesh R

College: Thiagarajar College of Engineering

LETTER OF OFFER FOR GRADUATE ENGINEER TRAINEE

Dear Sharath Venkatesh R,

Welcome to LTI (hereinafter referred as the "Company"). Congratulations on being selected as a **Graduate Engineer Trainee**. This offer is on the following terms and conditions, subject to fulfilling the eligibility criteria (Refer 'Annexure 1') and a successful background check.

1. During the training period (includes classroom and on the job training) of 3 months, your Stipend including all benefits will be **Rs. 35000 pm.**
2. All payments made to you would be subject to deduction of applicable taxes at source (TDS). Your remuneration is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever, except with the prior consent of the Company.
3. You will also be issued a detailed Letter of Appointment as Graduate Engineer Trainee subject to you meeting the eligibility criteria as mentioned in 'Annexure-1'. Your appointment is in accordance with the Apprentices Act, 1961.
4. **Documents** - Your offer is subject to you submitting all the mandatory documents at the time of joining. (Refer 'Annexure-2')
5. **Background Verification** - As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your educational / professional credentials and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, this offer shall stand withdrawn, apart from other legal action being initiated against you.
6. If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this **Graduate Engineer Trainee Offer Letter** on the **CampBuzz Portal** (<https://campbuzz.ltinfortech.com>) and register your credentials therein within seven (7) days from the date of this letter.

If you do not register your credentials within the above period on the Company portal and accept the offer on the portal within (7) days, the aforesaid offer automatically stands cancelled. Post registration on the above portal, if you do not join on the date intimated to you, this offer will be cancelled at the discretion of the Company.

7. You are required to register yourself as an apprentice on the apprenticeship portal <http://www.mhrdnats.gov.in> within [7] days from the date of this offer or once your final semester is completed as applicable.

8. You may be confirmed in 3 months from the effective start date of your employment with the Company. During this period, a prior notice of 7 days shall be applicable, in case of voluntary resignation by the employee. Your employment with LTI will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances, which you agree are reasonable and acceptable:
 - Failing to meet the qualification criteria during the Training Program assessments
 - Unauthorized absence during the Training Program
 - Integrity and other disciplinary expectations
9. All Annexures appended herewith shall form an integral part of this letter.
10. Your engagement with the Company will be governed by the rules, regulations and policies of the Company in effect.
11. The terms and conditions mentioned above are subject to change at any time at sole discretion of the Company and as per business demands without prior notice.
12. According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.
13. Post successful completion of 3 months and subject to joining the Company, your annual CTC including all benefits will be as per the details mentioned in 'Annexure-3'.
14. As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining the Company. You are therefore requested to complete the Company training which will be communicated to you separately. Company has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings are critical and the outcomes would have a direct impact on your onboarding.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For LTI Ltd.



Thiagu Dharmalingam
Senior Manager -Talent Acquisition

I have read the letter and accept the same.

Signature and Date



Wireless | Access | Switching | Mobile

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Confidential

embedUR/OFR/2022/143

September 21, 2022

Employment Offer

Shashini V,
BE - ECE Department,
Thiagarajar College of Engineering

Dear Shashini,

We are pleased to offer you the position of "Software Engineer" based on your participation in your college's Campus Placement Programme. The following are the terms and conditions of your employment:

- 1 Your probation period will last for 6 (Six) months. Your performance will be assessed by management during this time, and upon satisfactory completion, written confirmation will be provided at the conclusion of the probationary period.
- 2 Your annualized **Total Compensation (TC)** is:
INR. 6,00,000/- (Rupees Six Lakhs only) per annum during Probation period (i.e. initial Six months).
INR. 8,00,000/- (Rupees Eight Lakh only) per annum after successful completion of the Probation period.
The details of the salary break up are enclosed in Annexures. The structure of your compensation plan may be altered / changed from time to time in line with the Compensation policy and practices of the Company.
- 3 You may be required to complete an internship prior to joining embedUR as a full time employee; the duration and period of internship is dependent on business demand and at the discretion of the management.
- 4 At the time of conversion to full-time, you are required to sign a 36-month Employment Agreement with the organization. Please refer to the Employment Agreement document for additional terms & conditions information.

+91-44-45612200 | info@embedur.com | www.embedur.com

embedUR systems (India) Pvt. Ltd. | Phase 2, 11th Floor, TICEI Bio Park Ltd No.5, CSIR Road, Taramani, Chennai - 600 113



Wireless | Access | Switching | Mobile

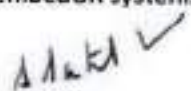
- 5 You are eligible for the leave and paid holidays in accordance with the organization's leave policy (National & State Holidays, Annual Leaves, Vacation Leaves, Emergency Time Off).
- 6 As applicable, you are eligible for additional benefits like Medical Insurance, Provident Fund and Gratuity.
- 7 The validity of this offer is contingent upon a successful background/reference check.
- 8 Please confirm acceptance of this Offer within 2 business days from the date it was issued.

We are thrilled that, as a member of embedUR, you will have excellent opportunities to contribute, play a significant role, and advance within the Organization.

With Best Wishes and anticipation of a mutually beneficial association.

for

embedUR systems (India) Private Limited


S. Sathish Kumar
Director Human Resources

I have read and understood the terms and conditions of the Offer and accept the same.

Signature

Date _____

Annexure 1.1
Total Compensation Breakup

Name	Shashini V		
Designation	Software Engineer	Location	Chennai
Monthly gross (Rs.)		46,356.00	
1. Fixed Salary & Benefits		Per month (Rs.)	Per annum (Rs.)
1.1	Basic	23,178.00	2,78,136.00
1.2	HRA	9,271.00	1,11,252.00
1.3	Special Allowance	13,907.00	1,66,884.00
	Sub. Total	46,356.00	5,56,272.00
1.4	PF employer contribution	1,800.00	21,600.00
1.5	Gratuity	0.00	13,378.00
1.6	Medical Insurance	0.00	8,750.00
	Total - Section 1.0		6,00,000.00
Total Compensation			6,00,000.00
<u>Benefits & Incentives:</u>			
1) Medical Insurance for Family: embedUR provides a comprehensive medical insurance benefit to the spouse and children of the employee. For more details please refer to the Insurance policy document.			
2) Gratuity: You shall be entitled to the Gratuity upon completion of five (5) years of service with the Company. This is based on the current monthly basic salary for indication purpose only.			
3) The above is the pre-tax amount subject to standard deductions such as employee PF contributions, Tax and other applicable deductions.			
Note: Compensation details are highly confidential and shouldn't be discussed with anyone except Reporting Manager, HR & Finance Officials.			



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CAT INDIA ENGR SOLTNS PRVT

CONFIDENTIAL

Shenbaga Thendral B

No.24, Valliyammai Illam, Bajanai Madam Street,
Narimedu, Madurai, 625002

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear Shenbaga Thendral,

OFFER OF APPOINTMENT

We are pleased to offer you employment with CAT INDIA ENGR SOLTNS PRVT (hereinafter referred to as "The Company") on the terms and conditions stated below. This offer of appointment with Company is contingent upon the successful completion of our recommended medical examination, background verification and verification of original certificates, to our satisfaction.

Position

You will be appointed in Compensation Grade 20.
Internal Designation: Associate Engineer

I. REMUNERATION

Your annual Cost to Company will be Rs.1,077,302. The components of the salary breakup appended below is presented on an annual basis.

Salary & Allowances

Basic Pay: Rs.383,232

Flexible Benefit Pay: Rs.468,384

Base Salary (Basic Pay + Flexible Benefit Pay) : Rs.851,616

Special Allowance: Rs.57,484

Total - A (Base Salary + Special Allowance): Rs.909,100

Retirement Benefits (Employer Contribution)

Provident Fund: Rs.45,988

Gratuity: Rs.18,434

Total - B: Rs.64,422

Variable Pay (Based on Company Performance & Guidelines)

Bonus Amount: Rs.8,400

STIP Amount (Estimated) on Base Salary: Rs.85,161

Provident Fund on Estimated STIP (Employer Contribution): Rs.10,219

Total - C: Rs.103,780

Total Cost to Company (A+B+C): Rs.1,077,302

All taxes and social security contributions will be deducted and passed to proper institutions by the Company, according to the applicable laws.

II. PROBATION

You will be on probation for a period of 6 (six) months from the date of your appointment. Based on your performance during such period, the Company may at its sole option extend your probation. Unless your employment is expressly confirmed by

the Company, you shall be deemed to be on probation.

III. BENEFITS

a. Bonus

Your annual bonus will be decided by the Company and will be paid as per the guidelines of the Company.

b. Short Term Incentive Payout

You will be extended the benefits of incentive compensation as per the guidelines of the Company stipulated from time to time. It is hereby clarified that the Short Term Incentive Payout is dependent on the Overall Corporate Results, Individual Business Unit Results and Employee's Performance. Company reserves the right to withdraw or reduce such payout solely at its discretion.

c. Gratuity

Upon completion of 5 (five) years of continuous service and at the time of retirement / cessation of employment, you will be eligible to gratuity payment as per the policies of the Company and any other statutory requirements as may be applicable from time to time.

d. Special Allowance

You will be eligible for Special Allowance amount equivalent to 15% of your monthly basic pay. Special Allowance would not be considered for any of the pay increase calculations. In case, if there is any government / company mandated pension benefits are announced, this amount would be adjusted against those benefits. The applicable personal income tax would be deducted on this as per the income tax rules.

e. Provident Fund

The Company and the employee will contribute into the Provident Fund in the manner legislated under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

f. Leave

You will be eligible for such privilege leave and medical leave and be subject to such leave policy as the Company stipulates from time to time.

g. Hospitalization

These benefits will apply to you, your spouse, dependent parents and dependent children up to an amount of Rs.300,000 (Rupees Three Lakhs Only) per annum as basic coverage and Rs.200,000 (Rupees Two Lakhs Only) under catastrophic illness coverage subject to a maximum over all coverage of Rs.5,00,000/- (Rupees Five Lakhs Only).

h. Term Life Insurance

You will be covered under the Term Life Insurance up to 36 (thirty six) times of your monthly base salary.

i. Group Personal Accident

You will be covered under the Group Personal Accident Insurance up to 36 (thirty six) times of your monthly base salary.

j. Other benefits

Based on your salary grade, you will continue to be eligible for benefits that are expressly stipulated by the company from time to time.

IV. RULES AND REGULATIONS OF SERVICE

You will abide and be governed by the standing orders/rules/circulars of the company and other applicable legislation which are currently in force and may be otherwise introduced/ altered or amended from time to time.

a. Working Hours

Your work week, office timings/shift timings will vary according to the business division that you are employed with and the same will be communicated to you from time to time. However, the working hours may be subject to change depending on the business requirements that may arise from time to time.

b. Public Holidays

Public Holidays as determined by the Company from time to time will be observed.

c. Improper Payments

You shall not while carrying out services for the Company, pay or agree to pay, directly or indirectly, any funds or provide anything of value to any employee, agent, sub-contractor or other official of any governmental or public entity, or any

consultant of such governmental or public entity, or to any official or candidate of any political party, for the purpose of directly or indirectly influencing the acts or decisions of such officials in relation to the performance of your services for the Company.

d. Prohibited Conduct and Sexual Harassment

You shall not indulge in any activity that may constitute unwelcome verbal, physical or visual conduct based on a person's membership in a protected class based on sex, color, race, religion, place of birth etc., Further, you shall not indulge in any unwelcome sexually determined behavior or conduct.

e. Confidential Information, Non-Competition, Intellectual Property and Electronic Communication Guidelines

Your obligation to the Company as regards treatment of its confidential information, non-competition and intellectual property shall be as per the undertaking attached as Annexure 2 to this Agreement. You shall abide by the Electronic Communication guidelines (or any modified version of the same) stipulated under Annexure 3 to this Agreement.

f. Travel

You agree that traveling to locations other than your base locations, including to places outside India may be required to perform your duties and you have no objections to the same. You shall whenever so required by the Company travel by land, sea or air as may be directed by the Company and in such case you shall be entitled to traveling expenses and such allowances as may be permissible under the rules of the Company for the time being in force and applicable to you.

g. Transfer

The Company reserves the right to transfer you from one job to another or from one division to another and the Company is under no obligation to obtain consent from you for such transfers.

h. Termination of Service During probation

The Company is entitled to terminate your employment without prior written notice, without assigning any reason. You would however have to give one month prior written notice, if you wish to resign from your employment, during your probation.

On Confirmation

i. Either party may terminate your appointment without assigning any reason, by issuing to the other, 1 month notice in writing or by paying 1 month salary in lieu thereof.

ii. The Company reserves the right to terminate your appointment at any time, without prior notice, should you be guilty of misdemeanor, misconduct, negligence, dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from the notice without notice, any breach of Caterpillar values in action or the terms and conditions of this Agreement.

i. Medical

Company may decide to terminate your employment based on valid medical advice that you have become physically/mentally incapacitated to such an extent that you are unable to deliver the responsibilities entrusted to you and medically not fit to continue the employment with the Company.

j. Remedy

In addition to any and all other remedies that may be available at law, in the event of any breach of the terms of employment, the Company shall have the right to an injunction or other equitable relief in any court of competent jurisdiction, enjoining any such breach, and you hereby waive any and all defenses that you may have on the ground of lack of jurisdiction or competence of the injunction or other equitable relief. The existence of this right shall not preclude any other rights and remedies at law or in equity which the Company may have.

k. Human Resources Policies and Procedures and Standing Orders

In addition to the terms and conditions contained in this Agreement, your employment is also subject to Human Resources policies and procedures that are stipulated and the standing orders (if applicable) that apply to the business division that you are employed with. The Company may, at its sole discretion, change such policies and procedures from time to time.

l. Caterpillar Inc.'s Policies and Procedures

You shall abide by such policies, procedures, guidelines and directions of Caterpillar Inc., (if any applicable to you) stipulated from time to time. The Company shall solely decide on the application of such policies, procedures, guidelines and directions to you.

m. Service Tenure

It is expressly clarified that this Agreement does not alter your date of employment mentioned in your letter of appointment and such date shall be considered for the purpose of reckoning your service weight age and for calculation of terminal benefits to be paid at the time of your resignation/retirement.

V. OTHER TERMS AND CONDITIONS

a. It is the responsibility of the employee to keep their personal contact information up to date with company and to notify duly any changes thereof. Additionally, you will also be required to update the company of changes in your civil or marital status.

- b. You will perform duties and exercise such powers as are entrusted to you from time to time by or on behalf of the Company. You will be expected to display high levels of initiative and efficiency in your work.
- c. You shall be responsible for all your actions to the Company and shall promptly and faithfully obey and observe such orders and directions as may from time to time be given to you by or on behalf of the Company.
- d. You will be retired from the services of the Company on your completing the age of 58 years, or such other retiring age the Company may decide.
- e. You shall study all literature in connection with your work in your spare time so as to keep your knowledge refreshed and up to-date.
- f. Your salary details are strictly private and confidential, and we urge you to respect this value.

VI. EFFECTIVE DATE

This offer shall be effective from the date of your joining the company.

VII. REVIEW

THE, POLICIES, TERMS, RULES AND REGULATIONS OF SERVICE ARE SUBJECT TO REVIEW BY THE COMPANY FROM TIME TO TIME. THE COMPANY RESERVES THE RIGHT TO ALTER ANY OF THE ABOVE TERMS AND CONDITIONS AS AND WHEN IT DEEMS FIT TO FULFILL THE COMPANY'S OBJECTIVES. YOUR PRIOR CONSENT WOULD NOT BE NECESSARY TO MODIFY THE TERMS AND CONDITIONS OF YOUR EMPLOYMENT WITH THE COMPANY.

VIII. ENTIRETY

EXCEPT TO THE EXTENT EXPRESSLY SET FORTH HEREIN, THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES WITH RESPECT TO THE SUBJECT MATTER HEREOF TO THE EXCLUSION OF ALL OTHER UNDERSTANDINGS AND ASSURANCES, EITHER WRITTEN OR ORAL AND OVERRIDES ALL OTHER AGREEMENTS, ARRANGEMENTS, ORAL OR IN WRITING EXECUTED AND/OR IN OPERATION BETWEEN THE PARTIES PRIOR TO THE EFFECTIVE DATE OF THIS AGREEMENT.

IX. CONSENT

I HAVE READ THIS DOCUMENT CAREFULLY AND I UNDERSTAND AND ACCEPT THE OBLIGATIONS WHICH IT IMPOSES UPON ME AND ACKNOWLEDGE THE OBLIGATIONS WHICH I AM REQUIRED TO PERFORM UNDER THIS DOCUMENT. NO PROMISES OR REPRESENTATIONS HAVE BEEN MADE TO ME TO INDUCE ME TO SIGN THIS DOCUMENT. I SIGN THIS DOCUMENT VOLUNTARILY AND FREELY WITHOUT ANY COERCION.

Please sign and submit your acceptance signifying confirmation of your understanding and acceptance of the foregoing terms and conditions, within **ONE DAY** from the date of receipt of this offer.

This is a system generated document and does not require Company's stamp or any signatures to be considered valid. Once signed and returned by the recipient, this will constitute a valid acceptance, subject to just exceptions.

DocuSigned by:

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3/28/2023

ANNEXURE 1

UNDERTAKING

In consideration of my employment or continued employment by **CAT INDIA ENGR SOLTNS PRVT**, a company organized under the laws of India (the "Company"), I agree that the following is applicable worldwide and agreed to by me voluntarily in connection with such employment by the Company (the "Agreement"):

1. Purpose of this Agreement.

I understand that the Company is engaged in a continuous program of research, development, manufacturing, production, marketing and sales in connection with Company's Business (as defined below) and that it is critical for the Company to preserve and protect its Confidential Information (as defined below), its Intellectual Property (as defined below), its Developments (as defined below) and its Intellectual Property Rights (as defined below). Accordingly, I enter into this Agreement as a condition of my employment or continued employment by the Company, whether or not I am expected to

have knowledge of or create such Confidential Information (as defined below), Intellectual Property (as defined below), Developments (as defined below) or Intellectual Property Rights for the Company.

2. Definitions.

"Affiliate" means: (i) any company, corporation, partnership or other business entity which is controlled or fifty percent (50%) or more owned, directly or indirectly, by the Company or which is fifty percent (50%) or more owned by any company, corporation, partnership or other business entity falling under item (ii) below; (ii) any company, corporation, partnership or other business entity that owns, directly or indirectly, fifty percent (50%) or more of the Company; and (iii) any individual or entity who has interests in, or relations with the Company. For purposes of this definition, "control" shall mean the possession, directly or indirectly, of power to direct or cause the direction of the management and policies of a business entity, whether through ownership of voting securities or otherwise.

"Intellectual Property or IP" means: any technology or information including, but not limited to, any ideas, discoveries, designs, apparatus, components, systems, specifications, algorithms, methods or processes, formulas, computer programs, techniques, improvements, compositions of matter, databases, mask works, trade secrets, any inventions (whether or not patentable), know-how, works of authorship (whether or not registered as copyrights), trade secrets, trademarks and domain names.

"Intellectual Property Rights or IP Rights" means: all patents, utility models, design rights and similar invention rights, registered and unregistered copyrights, trademark rights, trade secret rights, moral rights, mask work rights, domain name rights, know-how rights and any and all other similar intangible property rights, including all rights of exploitation, recognized anywhere in the world under any state or national statute or common law right in connection with the Intellectual Property.

3. Developments.

i. Disclosure.

I will promptly disclose to the Company any Intellectual Property and any improvements thereof ("Developments") conceived, created, or made by me either alone or jointly with others or about which I have knowledge of during the period of my employment, whether or not in the course of my employment, and whether or not such Developments may be, have been or will be protected under Intellectual Property Rights; provided that, such Developments:

relate to any business of the Company or its Affiliates; or relate to any actual or planned research and development of the Company or its Affiliates, or are suggested by or result from any task assigned to me or work performed by me for the Company or its Affiliates; or relate to the Company Confidential information (as defined below) or the confidential information of its Affiliates.

3(i)(a)(b)(c) and (d) are collectively referred to as "Company's Business".

ii. Ownership.

I agree that all Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business will be the sole and exclusive property of the Company.

I acknowledge and agree that any copyrightable works prepared by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business are "works for hire" under the Copyright Act and that the Company will be considered the author of such copyrightable works and will be the sole and exclusive property of the Company.

iii. Assignment.

I hereby irrevocably transfer and assign to the Company any and all Intellectual Property Rights that I may have in or own with respect to any Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business.

In addition to the foregoing assignment of Intellectual Property Rights in Developments, I irrevocably transfer and assign any and all Moral Rights (as defined below) that I may have in or own with respect to any Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business. I also hereby forever waive and agree never to assert any and all Moral Rights that I may have in or own with respect of such Developments, even after termination or expiration of my employment by the Company. "Moral Rights" mean any rights to claim authorship of any Development, to object to or prevent the modification of any Development, or to withdraw from circulation or control the publication or distribution of any Development, and any similar right, existing under judicial or statutory law of any country in the world, or under any treaty, regardless of

whether or not such right is denominated or generally referred to as a "moral right".

I agree to assist the Company in every proper way to obtain for the Company any Intellectual Property Rights in and ownership to the Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business. Furthermore, I agree to assist the Company in every proper way to enforce such Intellectual Property Rights in such Developments in any and all countries.

I will execute any document that the Company may reasonably request for obtaining or enforcing such Intellectual Property Rights. My obligations under this paragraph will continue beyond the termination or expiration of my employment by the Company.

iii. Prior Developments.

I have identified herein below in Section A or have attached herewith as Attachment No. 1, a complete list of all Developments to which I claim ownership and which I desire to remove from the operation of this Agreement, and I acknowledge and agree that such list is complete. If no such list is identified below or attached to this Agreement at the time of its execution, I represent that I have no such Developments.

4. Confidential Information.

i. Non-Disclosure and Nonuse

I understand that the Company has and continually develops and obtains valuable proprietary and confidential information concerning the Company's Business, business relationships and financial and other affairs (the "Company Confidential Information") which may become known to me in connection with my employment. By way of illustration, but not limitation, Company Confidential Information may include all types of financial, business, scientific, technical or engineering information, including, processes, methods, techniques, systems, formulas, drawings, photographs, software in any form, machine readable records, patterns, plans, models, devices, compilations, concepts, inventions (whether or not patentable), trade secrets, know-how, manufacturing procedures, research and development activities, product and marketing plans, organizational data, customer, dealer and supplier information, computer passwords, log-in ids, access codes, calling card numbers, information on or from the computer or telecommunication systems and any development thereof or related thereto, and other business or technical information disclosed to the Company or to me by Affiliates of a proprietary or confidential nature or under an obligation of confidence. Such Company Confidential Information may be contained in various media, including, without limitation, computer programs in object and/or source code, flow charts and other program documentation, manuals, plans, drawings, designs, technical specifications and literature, laboratory notebooks, supplier and customer lists, internal financial data and other documents and records of the Company.

Company Confidential Information shall not include information which (a) is or becomes generally known within the Company's or its Affiliate's industry through no act or fault of mine; (b) is known to me (without being derived from the Company or its Affiliates) at the time it is disclosed as evidenced by my written records at the time of disclosure and is without restriction on its use or disclosure; (c) is lawfully and in good faith made available to me by a third party who did not derive it from the Company or its Affiliates and who imposes no obligation of confidence on me.

I agree that I will not use, copy, publish or disclose the Company Confidential Information, except while I am employed by the Company in performance of my duties and only for the best interests of the Company in accordance with the policy of the Company and/or its Affiliates with respect to the protection of such Company Confidential Information. I will not use, copy or publish such Company Confidential Information for the benefit of myself or others, nor will I disclose it to others during or after my employment, unless specifically authorized to do so in writing by the Company. I agree that I will contact the Company's Legal Department if I have any questions as to whether any specific information constitutes Company Confidential Information. The Company expects all employees to comply with the obligations under this Agreement to maintain the confidentiality of the Company Confidential Information.

I acknowledge that all Company Confidential Information, whether or not in writing and whether or not labeled or identified as confidential or proprietary, is and shall remain owned by and the sole and exclusive property of the Company or the Affiliate providing such information to me or the Company. I agree that no license under patent or other intellectual property right or under any other law is granted or conveyed by reason of my knowledge or use of the Company Confidential Information.

The Company also expects all employees to comply with any obligations to maintain the confidentiality of trade secrets or other confidential or proprietary business or technical information received prior to joining the Company, including former employers, or from third parties during employment by the Company for which I owe a duty to keep such information in confidence under agreement or otherwise (the "Other Confidential Information"). Therefore, I will comply with all obligations to maintain the confidentiality of Other Confidential Information. I understand that the Company and its Affiliates do not desire to acquire from me any Other Confidential Information. Therefore, I agree that I will not improperly use, copy, or publish any

such Other Confidential Information nor will I disclose any such Other Confidential Information to the Company or its Affiliates. Furthermore, I will not use, copy, publish or disclose to the Company or its Affiliates such Other Confidential Information for the benefit of the Company or its Affiliates without the express written permission of the owner of such Other Confidential Information. I agree that I will contact the Company's Legal Department if I have any questions as to whether any specific information constitutes Other Confidential Information, the status of my obligations related to such Other Confidential Information or if I am asked to disclose such Other Confidential Information to the Company, its Affiliates or to third parties. I further agree that I will not acquire by any illegal means any Other Confidential Information. I agree that neither the Company nor its Affiliates takes responsibility for any liability, (Civil or Criminal) arising out of an improper or illegal disclosure of Other Confidential Information by me in breach of my duty to keep such information in confidence under agreement or otherwise.

Prior to my submitting or disclosing any material prepared by me for possible publication or dissemination outside the Company that incorporates Company's Business, either present or future, I agree to deliver a copy of such material to an officer of the Company for his or her review. Within twenty (20) days of such submission, the Company agrees to notify me whether the Company believes such material contains any Company Confidential Information, and I agree to make such deletions and revisions as are reasonably requested by the Company to protect such Company Confidential Information. I further agree to obtain the consent of the Company prior to any review of such material by persons outside the Company.

ii. Return of Property.

When my employment terminates or expires, or at any time upon Company's request, I will return to the Company all material in my possession or under my control pertaining to the Company Confidential Information. I acknowledge that because Company Confidential Information can have an unlimited life, it is reasonable that my related obligations under this Agreement be likewise unlimited in time and continue beyond termination or expiration of my employment. I acknowledge that the Company reserves the right to withhold my salary and other employment benefits on my failure to return the Company Confidential Information.

iii. Notification of New Employer.

In the event that I leave the employment of the Company, I hereby grant consent to the Company in order to allow the Company to notify my new employer about my rights and obligations under this Agreement.

iv. Restrictive Covenant.

I agree that during the period of my employment by the Company I will not, without the Company's prior written consent, engage in any employment or business activity that competes with Company's Business other than for the Company. I further agree that during the term of my employment with the Company and for a period of two (2) years thereafter, I also shall not solicit, or arrange to have any other person or entity solicit, any person or entity engaged by the Company as an employee, customer, supplier, dealer, consultant or advisor to the Company to terminate such party's relationship with the Company.

In view of the unique nature of the Company's Business and the need of the Company to maintain its competitive advantage in the industry, I agree and acknowledge that, in the event that I breach any covenant or obligation set forth herein, a court of competent jurisdiction shall enjoin me for any disclosure of Company Confidential Information and any other express obligation under this Agreement and may enjoin me for a minimum period of two (2) years following the issuance of such injunctive order from directly or indirectly, (i) engaging in, (ii) owning an interest in, (iii) being employed by, or consulting for, or acting as an advisor to, any person or entity which engages in, or (iv) otherwise participating in any way in, any activity which competes with the Company's Business.

v. Relief.

I acknowledge that the restrictions on the disclosure of Company Confidential Information contained herein are necessary for the protection of the Company's Business and goodwill of the Company and are reasonable for the purpose. I agree that any breach of this Agreement by me will cause irreparable damage to the Company and that in the event of such breach, the Company shall be entitled, in addition to monetary damages and to any other remedies available to the Company under this Agreement and at law, to equitable relief, including injunctive relief, and to payment by myself of all costs incurred by the Company in enforcing the provisions of this Agreement, including reasonable attorney's fees.

5. Name and Likeness Rights, Etc.

I hereby authorize the Company the right to use, reuse, and to grant others the right to use and reuse, my name, photograph, likeness (including caricature), voice and biographical information, and any reproduction or simulation thereof, in any media now known or hereafter developed (including but not limited to film, video and digital or other electronic media), both during and after my employment, for whatever purposes the Company deems necessary.

6. Obligations are part of Employment.

I recognize that all of the above obligations are and will be part of my normal duties and responsibilities and are and will be part of my consideration to the Company for salary or wages paid to and benefits received by me. I further understand that the obligations in this Agreement relate only to certain employment matters and this Agreement does not include a comprehensive list of my normal duties and responsibilities required by the Company.

7. No Conflicting Agreements.

I am not a party to any other agreement that conflicts with this Agreement, except as I have listed or identified herein below in Section B or have attached herewith as Attachment No. 2. If no such list is identified below or attached to this Agreement at the time of its execution, I represent that I am not a party to any such conflicting agreements at the time of executing this Agreement.

8. Severability.

If any provision of this Agreement is finally determined to be invalid under applicable law, then such provision shall be inapplicable and deemed omitted from this Agreement, but the remaining provisions shall be given full force and effect in accordance with the manifest intent hereof.

9. Governing Law.

I understand that although I may work for the Company outside India, I understand and agree that this Agreement will be governed, interpreted and enforced in accordance with the laws of India, without regard to or application of choice of law rules or principles. The Courts in Chennai shall have jurisdiction over any disputes arising under this Agreement.

10. Effective Date.

This Agreement shall take effect from the date of my employment.

11. Miscellaneous

No delay or omission by the Company in exercising any right under this Agreement will operate as a waiver of that or any other right. No waiver or consent given by the Company on any occasion will be construed as a bar to or continuing waiver or consent. In the event that any one or more of the provisions contained herein shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions of this Agreement, and all other provisions shall remain in full force and effect. If any of the provisions of this Agreement is held to be excessively broad, it shall be reformed and construed by limiting and reducing it so as to be enforceable to the maximum extent permitted by law.

This Agreement can only be modified by a written agreement executed by a duly authorized officer of the Company.

I HAVE READ THIS AGREEMENT CAREFULLY AND I UNDERSTAND AND ACCEPT THE OBLIGATIONS WHICH IT IMPOSES UPON ME WITHOUT RESERVATION. NO PROMISES OR REPRESENTATIONS HAVE BEEN MADE TO ME TO INDUCE ME TO SIGN THIS AGREEMENT. I SIGN THIS AGREEMENT VOLUNTARILY AND FREELY.

A. Prior Developments or intellectual property rights which are not part of this Agreement:

B. Other agreements that conflict with this Agreement:

DocuSigned by:

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3/28/2023

ANNEXURE 2

ELECTRONIC COMMUNICATION GUIDELINES

Electronic communications - including any access to or exchange of data via e-mail, the Internet or Intranet, voice mail, or otherwise - are a vital and growing segment of our business communications. Users of these systems are responsible for the communications in which they engage and for the resulting Company's records that they create, send, forward or save - and for doing so only in accordance with these guidelines.

1. The electronic communication and information systems and related equipment (the Systems) are provided by and are the property of the Company, as is all information residing on or carried by these Systems. As a condition of your use

of the Systems, you acknowledge and agree that the Company may, at its discretion and for legitimate business purposes, inspect, use, or disclose your communications and related information without further notice. You should have no expectation of personal privacy associated with your use of the Systems.

2. Unauthorized access to the Systems is prohibited, and the Company takes reasonable precautions to secure the Systems from such access. Authorized users must exercise reasonable care to maintain the security of the Systems, including the use and management of required passwords. However, password protection is for the security of the Company and the Systems, and does not imply that communications are private or confidential to individuals.

3. The Systems are intended for the Company's business. You may not use the Systems for personal gain, for purposes not reasonably related to the conduct of the Company business, or in any manner that harms other individuals or the Company.

4. Use of the Systems should be businesslike, courteous, and civil, and must comply with laws and regulations such as those regulating trademarks, copyrighted material, threatening or obscene material, and confidential, proprietary, or trade secret information. Use that is harassing, discriminatory, defamatory, disruptive or offensive to others, illegal or criminal, or that involves obscene, vulgar, or sexually explicit content, is prohibited. Although your use of the Systems indicates your consent that the Company may, at its discretion, inspect, use, or disclose any resulting information, such inspection is not systematic or guaranteed. The Company depends upon users to report inappropriate, offensive, or illegal material to the Company's management.

5. Communications must clearly disclose the originator, sender, and intended recipient. If you receive a communication by mistake, you should stop reading as soon as you realize it was not meant for you and notify the sender or your system administrator immediately. It is impermissible, and may be illegal, to purposely read communications intended for another person without permission of that person or of the Company. If you forward a communication originated by someone else, do not make changes without clearly disclosing that you have done so.

6. Communications outside of the Company, for example, via the Internet, Electronic Data Interchanges, direct modem connections, or otherwise, often travel through systems not under the control of the Company, and **might be intercepted and misused.** Therefore, confidential information must not be communicated outside of the Company unless clearly marked as to its confidential status. Privileged information, such as communications between an attorney and client, must not be shared without prior Legal Services approval.

7. Marking communications as confidential does not necessarily protect them for disclosure or misuse, and the Company guidelines might require the use of encryption. However, encryption may be employed only where the Company has authorized its use and has been provided with all keys necessary for decryption. You may not intentionally encode or encrypt files to make them unreadable by authorized the Company representatives.

8. Use of the Systems creates records that can be difficult to eliminate. Communications or related information might be printed or saved and might exist on backup media or otherwise be retrievable from the Systems for indeterminate periods of time. Therefore, you should be aware that mere "deletion" of a communication does not ensure removal of it or of related information from the Systems. Consider this when drafting and sending communications.

9. Various other Company's policies, procedures, and practices apply to electronic communications and Systems. Examples include guidelines established by the Corporate Records Management Program, Corporate Information Services, Corporate Travel Services, Corporate Identity, and your facility and business unit. It is your responsibility to manage your electronic communications in accordance with all such direction.

Use of the Company's Systems is a privilege. Inappropriate use may result in disciplinary action, up to and including termination. In addition, failure to follow these guidelines could subject both Company and you, the individual user, to legal liabilities and embarrassment. You should report any misuse to your supervisor, your facility Human Resources or Information Services manager, or to Security.

DocuSigned by:

060478099C1C442

3/28/2023

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

Date: 05/24/2023

Shreya Bava Thathar

C11956936

30, Indira Gandhi Street, Mahalakshmi colony, Thirunagar, Madurai - 625006

7092460425


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

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Dear Shreya Bava Thathar,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Centers, India, as per the below terms and conditions:

Job Profile - Advanced App Engineering Associate

Management Level - 12

Job Family Group - Software Engineering



Please refer to:

- Annexure I for the compensation and benefits details.
- Annexure II for documentation to be submitted by you.
- Annexure III Terms of Employment
- Annexure IV-Declaration

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college, which shall be completed, without any delay or extension, within the course timeline as prescribed by the college/institution/university, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment, in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. Before onboarding, we encourage you to take both doses of the COVID-19 vaccine.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers. This document further enhances and details of the learning opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000 provided new joiner is employed with the company for minimum three months.

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

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

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

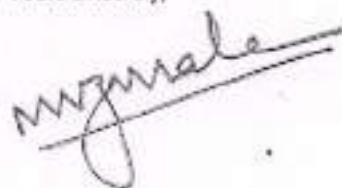
After accepting this Offer, we encourage you visit Countdown to the Company-

(<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history-as well as tips on how to develop yourself (and your career) in the future.

In case you have a query, please raise them on <https://indiacampus.accenture.com/myzone/accenture/auth/login>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,



Mahesh Vasudeo Zurale
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED

Shreya Bava Thathar

ANNEXURE I

COMPENSATION & BENEFITS

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	5,41,500/-
(B) Individual Performance Bonus (IPB) earning potential (at maximum 8.5%)	46,000/-
Maximum Annual Total earning potential(A+B)	5,87,500/-
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	INR 50,000/-
(D)# Additional Notional Benefits	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 9,100/-
Notional Insurance Premium paid by Company	INR 14,100/-
Annual Total Earning Potential + Additional Notional Benefits (A+B+C+D)	INR 660700/-

(E)##Additional Discretionary Reimbursements	
One-time WFH Assistance reimbursement	INR 18,000/-
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)

(F)Optional opportunity to participate in the Employee Share Purchase Plan	
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares at 15% discount on the fair market value	INR 8,100/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]

(A) Annual Fixed Compensation

Your annual fixed compensation is INR 5,41,500. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Individual Performance Bonus (IPB)

You will be eligible to participate in the FY23 (September 2022 to August 2023) Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of



July 3, 2023

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
<http://www-07.ibm.com/in/careers/>

Dr
Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear Shri Krishnaa V N,

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Software Developer, in band 06G to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise - you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

Your letter of employment is attached, for your review and acceptance. Please do not hesitate to reach out to us in case of queries or concerns. We look forward to hearing from you soon and welcome you to be a part of our team.



DO YOUR BEST WORK EVER.



July 3, 2023

IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
<http://www-07.ibm.com/in/careers/>

Dear Shri Krishnaa V N,

We are pleased to offer you the position of Software Developer, in band 06G at IBM India Pvt Ltd (IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Initially, you will have to undergo an IBM trainee program specially designed for all college campus hires. This training is to enable you to acclimatize to the industry and post qualifying, accelerate your transition to a live project.

Your appointment will be effective on your joining date i.e., July 25, 2023 . Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn. You must complete your formal course of education, including final semester examinations to establish your qualifications, before joining. Further, this offer is contingent upon your obtaining the degree, consistent academic performance, minimum aggregate or equivalent of 70%, failing which IBM may, at its sole discretion, withdraw this offer of employment.

Acceptance and Commencement

To confirm your acceptance of this offer, you are required to:

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- On your first day of employment, please report at 8:45 am to the Main Lobby located at IBM India Pvt Ltd, Manyata Embassy Business Park, G2, 5th Floor, Rachenahalli, Nagawara Outer Ring road, Bangalore-560045. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have questions about your First Day Start Paperwork, send a mail to pronboar@in.ibm.com

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms & Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory



and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

- Relieving document from most recent employer – Relieving letter or service certificate or resignation acceptance e-mail with last working day (LWD) confirmation.
- Passport and Pan card- If you do not have a Passport or Pan card you need to bring one of the following IDs.
 - Voter ID card
 - Driving License
 - Aadhaar Card
 - Senior Secondary result/certificate with DOB and photo (for university hires only)
- In the absence of Passport and Pan card, apply for the same immediately and carry any one of the following as mentioned above to complete on boarding process.
- Disability certificate – If you have stated in your application to IBM that you are differently abled, please bring the disability certificate as per the prescribed format, duly filled & signed.
- Name change document – If you have ever changed your name at any point of time, and for any reason whatsoever. Valid Indian Work Permit, if applicable.
- Education documents (for university hires only) – Degree certificate and all year mark sheets for the highest degree attained.

To facilitate your induction, an IBM Connections program is designed to help assist new joinees with their initial transition into IBM. You will receive more information about the Connections Program and your Connections Advisor upon your joining IBM as a regular employee after you have successfully completed the trainee program.

The other terms and conditions of the offer are as follows:

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- You are required to join work at your onboarding location, where you may be assigned to a specific training stream based on business requirements. You will undergo training at a specified location for a specified duration of time. (Your training location and the duration of training may change due to business requirements). You will be expected to undergo your training in any skill at the discretion of the Company.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.



- Your appointment and continued employment at IBM is conditional upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- Your designation may be changed at the discretion of the Company depending on the work assigned to you.
- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [6] months but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 90 day's notice or basic salary in lieu thereof.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
- IBM encourages and fosters a culture of strong performance from its employees. Accordingly, during your service with IBM, you will be required to comply with the following:
 - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
 - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
 - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
 - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
 - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.



- Your compliance with the above terms and conditions shall be reviewed from time to time, and shall be an integral condition of your continued employment with IBM.
- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).
- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- You will, by default, be enrolled in IBM's Group Medclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.
- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation.
- If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.



month of joining else it will be processed in the subsequent month of joining. If you resign from IBM, or your employment is terminated for any reason, within 1 year from your joining date, you agree that you will repay the entire Premium Component to IBM. The Premium Component is subject to appropriate income tax as per law. You may be required to repay to IBM any taxes that were deducted from your Premium Component and paid to the income tax authorities, subject to applicable law, and if such amounts cannot be reclaimed by IBM, IBM may recover all such amounts from your final settlement.



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ANNEXURE A

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

DATE	July 3, 2023		
NAME	Shri Krishnaa V N	BAND	06G
DESIGNATION	Software Developer	LOCATION	Bangalore
<u>Compensation Components</u>		<u>IBM Offer (in INR)</u>	
1. Annual Basic Salary		306165	
2. Standard Flexible Benefit Plan			
I. House Rent Allowance (HRA)		183699	
II. Leave Travel Assistance (LTA)		51028	
III. Conveyance Allowance		38400	
3. Optional Flexible Benefit Plan		94272	
4. Annual Reference Salary (ARS)		673564	
5. Retirals			
a) Provident Fund (PF)		36740	
b) Gratuity		14696	
6. Annual Reference Salary + Retirals		725000	

Growth Driven Profit-sharing (GDP), an annual profit distribution scheme, is another important part of your compensation opportunity and is designed to support a team oriented, high-performance work culture. Further details of the program will be made available to you upon joining IBM. Please note: IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate the Growth Driven Profit-sharing program at any time, including, but not limited to, changing how the profit sharing pool is allocated or altering the payment amount at the region or country level based on unanticipated business issues or extenuating circumstances.



The Company presently has a Performance Award Program (PA). Further details of the Performance Award Program will be made available to you upon joining IBM. Please note: IBM reserves the right in its sole discretion to amend, change, suspend, or terminate Performance Award Program at any time.

You agree to the Company adjusting the statutory bonus amount, if any, under the Payment of Bonus Act, 1965, against payments made under the Company's profit distribution schemes GDP & PA.

OTHER BENEFITS:

- By default, you will be enrolled in the Group Medclaim Policy. You need to enroll your immediate family (Spouse & up to Four Children) within 45 days of joining. If you wish to do so, a nominal premium for covering you and your family will be charged to you unless you choose to opt out for yourself and family.
- Group Term Life and Accident Rider Coverage



The impact of today's technology and pace of change is tremendous. We hope you're as excited as we are to play a part in that revolution. At IBM, we're changing the world every day and we will be delighted to have you as part of our team. To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to IBM on your on boarding day.

Signed By - IBM Authorized Signatory
Talent Acquisition Leader ISA

ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS (TO BE UPDATED BY THE CANDIDATE ON THE DATE OF JOINING))

I agree that I have read, understand, and accept employment with IBM under the terms and conditions stated above. By signing on this offer, I also agree and acknowledge that this offer letter does not require a physical signature, and the issuance of this offer of employment to me, my acceptance of this offer, and IBM's acknowledgment of the same and the affixing of a signature by the IBM representative shall be adequate to constitute a valid contract of employment between IBM India Pvt Ltd. and me. (Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

SIGNATURE

PRINTED NAME

DATE OF JOINING

DATE

VERIFIED BY (FOR OFFICE USE ONLY - TO BE UPDATED BY ON BOARDING SPECIALIST)

SIGNATURE

PRINTED NAME

DATE



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Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
Flexible Benefit Plan (FBP = 2+3)	The FBP is a basket of standard and optional benefits. It allows employees to choose from a basket of benefits that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below
(2) Standard FBP Components	
(i) House Rent Allowance (HRA)	HRA of an amount equivalent to 60% of the basic salary will be paid every month (subject to availability of balance in the FBP entitlement)
(ii) Leave Travel Assistance (LTA)	LTA will be paid every month (subject to availability of balance in the FBP entitlement). Income tax exemption shall be provided as per the provisions of Income Tax Act, 1961 for travelling within India, twice in a block of 4 years
(iii) Conveyance Allowance	Fixed conveyance allowance (subject to availability of balance in the FBP entitlement) as applicable to your band will be paid. However, the same will not be provided in case one opts for car lease program
(3) Optional FBP Components	Optional components will include allowances such as Company Lease Car, National Pension Scheme, Meal Card etc. Further details about the optional allowances will be available to you upon joining IBM in the FBP policy page.
Flat allowance	Any un-apportioned amount under FBP plan shall be paid as "Flat allowance"
4. Annual Reference Salary	Annual Basic Salary + Annual FBP
5. Retirals	These elements of compensation are not paid out until later when certain conditions are met
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund
(b) Gratuity	Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company or such other scenarios permitted under law. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 20,00,000.00)
ESIC & Statutory Bonus	Additionally, you may be eligible under ESIC and /or Statutory Bonus as per the provisions of the respective laws.

*For detailed information please refer to Company policies, which are subject to change from time to time

**Any reference to any Acts, Rules or other laws shall be deemed to refer to any amendments, replacements or successors to such Acts, Rules or other laws, as applicable. IBM's decision in this respect shall be final.



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Other Benefits- Additional Information*

Group Term Life and Accident Rider Coverage Scheme

Group Term Life Insurance Plan:

This is a company paid benefit which provides group term life coverage to all employees of IBM India Pvt. Ltd. The benefit basis for life coverage is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. The coverage is subject to completion of the Insurance Company's prescribed insurance underwriting procedure and awarding of coverage by the insurance company. Coverage applies world-wide, 24 hours a day.

Group Personal Accident Plan:

This is a company paid benefit which provides group personal accident coverage to all employees of IBM India Pvt. Ltd. The benefit basis for accident coverage against permanent total disability, permanent partial disability and dismemberment is sixty times monthly basic salary subject to a minimum and a maximum coverage as stated in the policy. Coverage applies world-wide, 24 hours a day.

Group Mediclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)

By default, you will be enrolled in the Group Medical Insurance Policy from the date of your joining with a family floater cover of INR 4 Lakh per year. As part of that, you can also enroll your immediate family (Spouse & up to Four Children) through our Third-Party Administrator's (TPA) website within 30 days of your joining. If you decide to avail medical insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 30 days of joining. You have the option of enhancing this cover up to a maximum of INR 11 Lakh per year (incremental premium to be borne completely by employee).

You also have the opportunity of purchasing insurance coverage for your parents. This is on an individual coverage basis and the premium incurred is to be borne by you.

Mid-term inclusion of only new born babies (within 45 days of the child birth) and newly married spouse (within 45 days from the date of marriage) is allowed. The insurance coverage for the newly acquired dependent (spouse/child) will be with effect from the date of event (marriage/ birth whichever is applicable) *

**Subject to enrolling the new dependent within 45 days from the date of event.*

All hospitalization claims under the Medical Insurance Policy pertaining to employee is borne by insurer at 90:10%. Claims pertaining to dependents (spouse, children and parents) will be borne by insurer and employee on a 80% : 20% basis.

Critical Illness Buffer

This benefit is provided to help you and your nuclear family in times of medical emergencies. If an employee, spouse or child is diagnosed with any of the illnesses defined under the "Critical Illness Buffer" criteria, you can also be eligible for an additional amount of INR 7 Lakh for required treatment once the Family Floater and any additional cover (if taken) is exhausted. This is subject to available Corporate Buffer and policy T&C.

Domiciliary Benefit

Domiciliary expenses on out-patient care for employee, spouse and children up to a maximum of INR 10,000/- (at 50% Co-pay) is also provided to employees who participate in the Group Mediclaim Insurance Policy.



National Pension System (NPS)

NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

All IBM employees are entitled for compensation under the Employee's Compensation Act, 1923, as amended from time to time. The compensation under the Act will be inclusive of the coverage amount under Group term Life Insurance Plan and shall be paid under following circumstances:

- a) In case of personal injury caused to an employee by an accident arising out of and in the course of his employment resulting in total or partial disablement of the employee for a period exceeding three days. Provided that the accident is not directly attributable to the employee having being under the influence of drink or drugs or willfully disobedience of any order expressly given for the safety of employees or willfully removal or disregard of any safety guard or other device provided for the purpose of securing safety of employees.
- b) In case of any injury resulting in Death or permanent total disability.
- c) In case of occupational disease as defined under the Act.

** For detailed information, please refer the Company's Intranet. Company benefits and policies are subject to withdrawal; change from time to time at the sole discretion of the Company and without the need of any prior notice to the employees.*



HR-SSC/Offer/22-23/304044

03-Nov-2022

Siddharthan S

Madurai

Dear Siddharthan,

We are pleased to offer you the position of Engineer - Software Development at B2-1 band and your base location will be Chennai-JTP.

Your appointment will be effective on your joining date i.e. 17-Jul-2023. Please contact your recruiter immediately in case there is any alteration in the joining date. The other terms and conditions of your employment shall be as per enclosed annexure(s) that form part of this offer letter.

The other terms and conditions of your employment shall be as per enclosed annexure(s) that form part of this offer letter.

Mandatory Requirements:

- Ensure to return a digital copy of this letter as an acceptance of the offer within 2 working days of receipt of the offer letter release it will automatically stand withdrawn in absence of completion of the following within the Offer Period.
- You will soon receive a notification from the onboarding system once you accept the offer to complete mandatory documentation online
- This offer of appointment is conditional to positive clearance of background and reference check. You will receive notification email with a link directly from our background screening partner to complete few details on their portal and upload documents.
- Ensure you complete your online Onboarding formalities within 2 days of the onboarding welcome notification received else your joining will get deferred.

Induction Process – As part of your joining activity you need to complete the Induction Program. You will be getting Induction Invite from Global Onboarding team with the details of the schedule prior to your joining date.

Your point of contact for any recruitment related queries will be "Janani K". You can drop an e-mail at 'Janani.K1@tatacommunications.com'.

We take this opportunity to welcome you to Tata Communications Limited and invite you to participate in the enriching experience of building a world-class organization

99
Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

TATA COMMUNICATIONS

Tata Communications Limited

Regd. Office : VSB Mahatma Gandhi Road Fort Mumbai – 400 001

Tel : +91 22 6567 8766 Fax : +91 22 68395162 email : askhr@tatacommunications.com
CIN no. : L64200MH1985PLC039266 web site www.tatacommunications.com



Your annualized compensation package will be INR 770000. Please find below a detailed breakup of your compensation.

Compensation Break-up	Annual Amount (INR)
Basic	308000
Annual Allowances	425040
Provident Fund	36960

D.G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

In view of the New Wage Code announced by the government, the compensation structure is likely to change in FY22. When the final rules are notified by the government, some of the items within OTE might increase/ decrease accordingly.

The compensation being offered to you relates to the specific job position you are being offered in this letter. Please note that if, during the course of your employment with Tata Communications, you are offered and accept a different job role through the internal job transfer program or otherwise, the compensation associated with that job role may be different in amount and/or structure. You will be advised of any such difference at the time you are offered any other job role within Tata Communications.

Gratuity: You are entitled to Gratuity Benefit which shall be payable upon separation as per the applicable provisions under the Payment of Gratuity Act (1972). The annual contribution towards gratuity benefit is not shown in compensation break-up.

Flexible Compensation Component: You have an option to choose the component from the defined list of benefits as per your requirement (subject to income tax and other applicable laws). Flexible compensation can be allocated under the following heads:

- Children's Education and Hostel Expense
- House Rent Allowance
- Leave Travel Assistance
- Vehicle Running Expenses
- Professional Development Reimbursement
- National Pension Contributions
- **Special Residual Allowance:** Any amount lying unallocated from the flexible allowance after distribution across the components specified above will be paid as Special Residual Allowance.

Declaration of Flexible Compensation Components: In case date of joining falls between 1st - 15th of the month, salary will be processed in same month and employee will have the option to allocate Flexible compensation components during the period 5th -10th of the next month, and if the date of joining falls between 16th - 31st of a month, salary would be processed in the next month's payroll cycle and employee will have the option to declare Flexible components during the period 5th - 10th of the subsequent month after their salary is processed.

By accepting this offer letter, you also accept and agree to work in shifts, as per the requirement of the Organisation/Projects, which will be intimated to you on time to time basis, during your employment with company.



Annexure I
Terms and conditions

1. Your grade/band and designation will be as per details mentioned in this letter. However, it may be noted that designations, job grades/bands could change from time to time depending on Company requirements and in accordance with HR policies.
2. The Company may transfer you across function / location / affiliates as per its business requirements. You may be required to work on matters pertaining to the Company and /or its affiliates, as decided and communicated by the Company from time to time.
3. As per guidelines from the Government of India, it is mandatory for an organization to maintain KYC documents of all its employees including the new joiners for statutory compliances. Hence you are requested to provide a copy of your valid Aadhar card to Tata Communications at the time of Onboarding. Please note, it is mandatory for personal details as per Aadhar card (like name, date of birth (DD/MM/YYYY) & gender) to match with earlier UAN. In case this is your first employment, please ensure you possess a valid Aadhar card. Also, please ensure all the details mentioned on the Aadhar Card are correct. If there is any mismatch in Aadhar details, please share the corrected copy of Aadhar Card.
4. Your probation period will be for period of 6 months or such longer period as may be extended by the Company in its sole discretion, based on your conduct and performance. You will be duly notified of any such extension. In the absence of such notification from the Company within 30 days from the end of such 6 months period, you will be deemed to be confirmed.
5. You shall be governed by the Company's policies, rules and regulations as applicable from time to time and shall carry out the roles and responsibilities assigned to you by the Company and /or its affiliates. We expect that you will not engage yourself in any other trade, profession or vocation, directly or indirectly, part time or full time, whether for gainful purpose or otherwise. You agree that, during the course of employment with the Company, you will not engage yourself in any other trade, profession or vocation, directly or indirectly, part time or full time, whether for gainful purpose or otherwise. You shall not be entitled to assign your duties, responsibilities and obligations under this offer letter to any other person.
6. In the course of your employment, you would be privy to Confidential Information (as defined below), which may have been entrusted or other-wise become known to you. All Confidential Information is deemed to be the property of the Company and /or its affiliates or their respective licensors (as the case may be). Any Confidential Information must not be disclosed during or any time after this employment to any third party without prior written consent of the Company. During and after the course of your employment, you shall not remove from the Company's premises, any documents, records, files, papers, correspondence, computer printouts, computer programs, computer software, microfilm, or other similar documents containing Confidential Information, including copies thereof, whether prepared by you or others, except as required in the performance of your duties, and in such cases, you shall promptly return such items to the Company. After the course of your employment with the Company or at any time as required by the Company, all such items including summaries or copies thereof, then in your possession, shall be returned to the Company immediately. You hereby agree that the return of such items shall be a condition precedent to you receiving, upon termination of your employment or at any time thereafter, any compensation or other amounts due to you from the Company. By accepting this offer, you also undertake to indemnify the Company and its affiliates from any loss or damage arising from any breach of these terms and conditions by you.



For the purposes of this offer letter, 'Confidential Information' includes, without limitation: (a) the contents of this offer letter; (b) any financial, business, planning, operations, services, potential services, products or potential products, including business plans, budgets and projections of the Company or its affiliates; (c) technical information, know-how, software specifications, information technology, infrastructure and intellectual property of the Company or its affiliates; (d) purchasing, marketing, sales, personnel or supplier data or other information of the Company or its affiliates; (e) any papers, data, records, processes, methods, techniques, systems, models, samples, devices, equipment, compilations, invoices, customer lists, research reports or documents of the Company or its affiliates; (f) any confidential information or trade secrets of any third party provided to the Company or its affiliates in confidence or subject to restrictions or limitations on use or disclosure; and (g) any other sensitive and commercially valuable information of the Company or its affiliates.

7. Your joining will be subject to successful clearance of background verification to our satisfaction. The background verification will include but not limited to Education and prior employments. Your current employment verification will start after your joining. Further, your employment with Tata Communications is subject to successful clearance of background verification to our satisfaction. You hereby give your consent to the Company to undertake background checks either on its own or through its authorized representatives to verify the contents of your application, including previous employment and academic qualifications, and for the said purpose you hereby consent and authorize the Company to disclose the contents of your application to the aforesaid persons. You agree to undergo and comply with certain intervening process compliances as required by the Company prior to your date of joining the Company failing which the Company reserves the right to terminate and or withdraw this offer letter.

In case any information or details provided by you is found to be untrue or incorrect or your background check not being positive to the Company's satisfaction, or in the event that any of your actions result in a violation of the Code (defined below), this letter (along with any supplementary letters or documents in relation thereto) and or your services (as applicable) will be liable to termination with immediate effect (without any notice or payment in lieu thereof).

8. On your joining you will be handed over a copy of the Company's Code of Conduct ('Code') and you will be required to sign your acceptance of the same.
9. (a) The Company may terminate this appointment by giving you one month's notice or basic monthly salary in lieu of the said notice period during the probation period; or following confirmation, three months' notice; or basic salary in lieu of the said notice period.

(b) You may terminate this appointment by giving one month's notice or basic monthly salary (along with the GST (as applicable) thereon) in lieu of the said notice period during the probation period; or following confirmation three months' notice or basic salary in lieu of the short fall in notice period, along with the service tax, as applicable thereon, provided you have served at least 2 months' notice in case of the latter;

Upon the termination of your employment with the Company, or at the request of the Company any time prior to termination, you shall return to the Company, or destroy, as may be directed by the Company, all Company property and documents, including notes, memoranda, correspondence and other documents containing any Confidential Information, Inventions (as defined below) and intellectual property rights, on whatever media and wherever located. You shall not retain copies of any Confidential Information, Inventions or other material without the Company's prior written consent.

You shall not, at any time after the termination of your employment, present or hold yourself out



as being in any way connected with or interested in the Company or in the business of the Company, or directly or indirectly make, publish or otherwise communicate any derogatory or defamatory statements whether in writing or otherwise concerning the Company or any of its directors, employees, officers, shareholders, agents, consultants or advisors.

10. Other Benefits:

Group Mediclaim Policy: An employee would be covered under group Mediclaim policy from his/her date of joining. It includes employee, his/her spouse, 2 dependent children up to 25 years of age. Further, you may opt to cover parents and/or parent in-laws for which applicable premium rates shall be borne by you. Please refer to the company's Group Health Insurance Policy for more details.

You acknowledge and agree that your (a) acceptance to the Code; and (b) successful completion of various mandatory training courses allocated to you by the Company from time to time during the tenure of your employment; both to the satisfaction of the Company, are material conditions amongst other terms of your employment with the Company. Therefore, payment of your eligible variable pay/bonus/incentives (if any) shall be subject to your compliance with conditions mentioned in (a) and (b) above. Company may, in its discretion, withhold such payment until and unless you comply with such material conditions of your employment to the Company's satisfaction.

The benefits mentioned above are governed by the Company policies, rules and regulations and it can be amended, altered and modified from time to time. You agree to keep your remuneration details confidential and not disclose them to any person without the prior written consent of the Company.

- 11. Relocation:** In the event of your separation from the services of the company within 12 months if any relocation expenses paid will be recovered as part of the full and final settlement.
- 12. Intellectual Property**
1. You hereby recognize and agree that all ideas, processes, methods, know-how, inventions, enhancements, plans, writings, work results and other developments or improvements (the 'Inventions') conceived of by you, alone or with others, during the term of your employment with the Company, whether or not during working hours, shall be the sole and exclusive property of the Company. You further agree that you shall promptly disclose all Inventions to the Company. You hereby waive and assign to the Company without charge all present and future rights that you have or may have in those Inventions, including without limitation any patents, copyrights, trademarks, industrial property rights, the right to be named and other intellectual property rights or applications in respect thereof. At the request of, and without charge to, the Company, you shall do all things deemed by the Company to be reasonably necessary to perfect title to the Inventions in favour of the Company and to assist in obtaining for the Company such patents, copyrights, trademarks or other protection as may be available under applicable law and deemed desirable by the Company, including but not limited to executing and signing any and all relevant applications, deeds of assignments or other instruments. In addition, you shall make it possible for the Company and its successors and assignees to receive the full and exclusive usage and advantages of the working results.
 2. You are obliged to prepare a reasonable documentation of your inventions, whether they are patentable or protectable by copyright, and you are obliged to keep them updated. Such documentation shall be made accessible at any time to the Company, and the property therein is to be transferred to the Company. pursuant to clause 12.1
 3. In respect of the fulfilment of the obligations or any other activity in connection with the transfer of rights under or in connection with this agreement, you shall not receive any further remuneration other or in addition to what is stipulated under this letter and appraisal (if any)



during the employment relationship. Only such costs will be reimbursed or paid, as the case may be, that were incurred at the demand of the Company.

4. Any utilization of Inventions shall be deemed to be compensated by way of payment of remuneration to you as stipulated under this letter. You shall not be entitled to any special inventor's bonus/payouts.

5. You further covenant with the Company that you shall not, at any time after termination of your employment with the Company, use or procure the use in any manner whatsoever of any registered or unregistered trademarks, service marks, trade designs, logos or other devices of the Company and/or its affiliates used prior to or as of the date of termination of your employment by the Company, or deceptively similar to or liable to be confused with such trademarks, service marks, trade designs, logos or other devices of the Company and/or its affiliates.

13. **Taxation:** It shall be your responsibility to meet all requirements under the income tax laws, including tax compliance and filing of tax returns, whether payable in India or elsewhere, which may result from your remuneration. The Company shall be entitled to deduct applicable taxes at source from your salary, in accordance with prevailing laws of India.

14. **Governing Law and Jurisdiction:** This agreement is governed by and construed in accordance with the laws of India and is subject to the jurisdiction of the Courts at Mumbai.

15. **Foreign Nationals** 1. In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Tata Communications or its affiliates.

2. You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Tata Communications shall be at liberty to demand copies / originals of such permission and you shall be under obligation to provide the same.

3. It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Tata Communications and/or its affiliates. Any time after the execution of this Offer, if it is found that you do not have required work permit / visa, Tata Communications India and/or its affiliates shall terminate your employment, without notice, with immediate effect, without any liability towards you.

4. In case of any change in your nationality during the course of your employment you shall be under obligation to notify the same to the company, and the said change in your nationality may lead to revision in employment conditions including but not limited to compensation.

16. If any time during your employment you owe any amount to Tata Communications or its affiliates, Tata Communications and/or its affiliates has the right to deduct from your pay/salary any sums which you may owe, including without limitation, any over-payments or loans made to you by Tata Communications and/or its affiliates or any demand raised by any judicial authority.

17. All statutory benefits like PF, Gratuity etc shall be governed as per the prevailing rules notified by Government of India. Such amount shall be adjusted/deducted from your monthly/periodic payouts and may impact the net take home accordingly

18. **Non-Solicitation**

You acknowledge that Tata Communications will be expending considerable time and resources in training you to enable and perform your roles and responsibilities for the benefit of the organization and any breach of the terms hereinafter contained would result in loss to Tata Communications or its group companies (in India or otherwise).



You hereby covenant and agree that during the Term and for a period of [6 (Six) months] succeeding it, you shall not, directly or indirectly: (a) offer to hire, hire or recruit or attempt to offer to hire, hire or recruit any officer, director, employee, consultant or individual associated with Tata Communications or encourage any of them to terminate their relationship with Tata Communications;

(b) unless required under applicable law, disclose to any third party the names, backgrounds or arrangements with any client/ customer or any employees of Tata Communications or otherwise identify them as potential candidates for employment.

Yours Sincerely,

Digitally signed by
Mridul Chandra
CA2BCE5608B3485

Mridul Chandra, Vice President-Human Resource

I ACCEPT THIS OFFER OF EMPLOYMENT

Signature:

CA2BCE5608B3485

Date: 11/3/2022



Annexure II
Onboarding Logistics

Welcome to Tata Communications!

We are pleased to have you on board with us and hope that this association will be a mutually enjoyable and enriching one.

As a part of the joining formalities, you will be required to complete a set of documentation on the Onboarding system. Below mentioned tasks are mandatory to be completed, which will help us to initiate your onboarding and background check formalities which will be performed by an external agency empaneled for this purpose. As a joining process, its mandatory for your background screening to be completed, as mentioned in clause 7 of this letter, before your date of joining or else it might get deferred.

Tasks and list of details required to be completed at onboarding stage

Task	Documents/details required to complete the task
Personal Information	Details of national id, emergency contact details, dependent information, and other personal information
Policy Completion	E-signing of company policies documents
Compliance Forms	E-signing of compliance forms
Badge Photo	Scanned Copy of Passport size color Photograph (White background only)

We have a tie up with HDFC Bank, ICICI Bank, AXIS and Citibank for direct credit of salaries. In-case you do not have an account in any of these banks, we will provide you necessary assistance post your joining for opening an account in any of these banks.

Best Regards,

Onboarding Team



Vaccination Update

COVID 19 pandemic has impacted almost every aspect of life including the way we work, global economies, interaction with our loved ones, etc.

With continuous efforts made by the health care industry, the vaccines are made available to us in the country. It has become of utmost priority for us to get ourselves vaccinated to ensure the safety of ourselves and everyone around us to stop the spread of the virus.

In this connection, you may be asked to provide the vaccination status of yourself and your dependents during the completion of your onboarding formalities.

If you are not vaccinated yet, you may continue the efforts of getting vaccinated from available resources near you – the Government or from a private institute.

You can also get vaccinated at any nearby vaccination drive taking place in your city when conducted by the company as per the standard HR Policy.

We strongly urge each one of us to take the necessary precautions, stay safe, act responsibly, avoid non-essential travel, take preventive measures, and adhere to the prescribed regulations shared by the government, always - even after receiving the vaccine



Welcome to TATA Communications

Guidelines for background verification process & onboarding tasks

We would like to introduce you to our Global screening partner who will assist and perform background screening for you on behalf of Tata Communication as an integral part of onboarding formalities.

As part of your onboarding, you will be getting links from the onboarding tool to complete your documentation and onboarding formalities along with which your data will be shared with the screening partner to initiate your background screening process. Request you to follow and complete the details mentioned in the notifications from the onboarding tool accordingly.

Documents to be kept handy during onboarding process

Education check: Degree copies or Final year Mark sheet

Employment check: Reliving letter or Service certificate or Experience letter. Contact details of previous employers.

Criminal Check: 5 years of complete address history

Address Check: 5 years of complete address history

ID check: Valid passport, National id (Pan Card & Aadhar card)

The screening partner would co-ordinate with you directly in case of any additional requirements. Please take some time to carefully update the details that are required to process the verification.

We would request you to accelerate the process from your end to ensure quick completion of the onboarding formalities. In case of any query / clarification, while updating / uploading information, the applicant can reach out to Global Onboarding Team.

Kind regards,

Global Onboarding Team

GlobalOnboarding@tatacommunications.com



Dear New Hire,

Thank you for choosing to join Tata Communications.

To ensure we are giving you a smooth onboarding process, we would like to give you an overview of the upcoming events from onboarding and background verification standpoint.

Shortly you will receive login credentials to 2 different tools on your personal email ID used to apply for the job. Once you receive the same, you are expected to login to both the tools and complete all the documentation within 2 days of receiving the welcome notification.

- **Prism Onboarding Tool:** Look for an email with subject 'Welcome to Tata Communications' from Prism notification. You will be asked to complete the following tasks on Prism onboarding tool:
- Provide additional information for your onboarding
- Completing your profile
- Complete additional onboarding task
- Complete E- signing of documents

Note: These tasks are dependent on completion of earlier tasks and will appear on the onboarding dashboard once you complete the preceding task.

In case you do not get this email within 2 days of accepting the offer or you face any issues while completing the tasks, you may drop an email to globalonboarding@tatacommunications.com

- **Background Verification tool:** You will receive an email with the subject 'Background Check for Tata Communications | Submit your profile' with the login credentials to complete the documentation on the BGV portal. Documents to be kept handy for completion of tasks are as below:
- National ID copy (if applicable)
- Highest education documents
- Previous 2 employment documents (if applicable)
- Address details and proofs (if applicable)

Note: Background verification process is not applicable if you are joining us through TATA group transfer.

Ensure you complete the documentation on the BGV tool within 2 days of receiving this email. In case you face any issues while completing the tasks, you may reach out to globalbgv@tatacommunications.com

Please note, your joining will be subject to completion of all the tasks on both the tools. Noncompletion of the same will result in delay in onboarding.

Thank you,
Global Onboarding Team

AstraZeneca

AstraZeneca India Private Limited
Block A, Neville Tower- 10th & 11th Floors
Ramanujam IT SEZ
Rajiv Gandhi Satal (CMR) Taramani,
Chennai-600110.
Telephone: +9144 40491800
astra@noaa.com

07/07/2023

Ms. Somasundari M

Dear Somasundari

Sub: Letter of Appointment


Dr. G.K. Rajjesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Congratulations! It is with great pleasure that we welcome you to join AstraZeneca India Pvt. Ltd., ("AZIPL") as "Junior Engineer", at Global Technology Centre at Chennai

The terms and conditions of your appointment are as per Annexure - I. The details on the salary are given in Annexure - II.

If you have any queries on your appointment or require any further information, please do not hesitate to contact the Human Resources Department. We would appreciate it, if you would acknowledge your acceptance of this appointment by signing the enclosed copy of the Principal Statement with the annexures, and return the same, for our records.

May we take this opportunity of wishing you a successful association with AstraZeneca India.

Yours sincerely,

For AstraZeneca India Private Limited

Anuradha Kumar

Anuradha Kumar (Aug 29, 2023 12:24 GMT+5.5)

Anuradha Kumar

Associate Director-Human Resources

ANNEXURE I

PRINCIPAL STATEMENT OF TERMS AND CONDITIONS OF THE EMPLOYMENT OFFER MADE TO

Somasundari M

We have great pleasure in offering employment in AstraZeneca India Private Limited ("AZIPL") on the following terms and conditions:

TERMS AND CONDITIONS:

1. JOB TITLE

You will be designated as "**Junior Engineer**".

2. SALARY

Your basic salary is **Rs. 15000/-** per month. You are also entitled for allowances and benefits as detailed in Annexure II, which forms part of this Principal Statement of Terms and Conditions. The earned monthly salary will be transferred to your account with a bank specified by AZIPL. The salary would be subject to deduction of tax and other statutory dues as applicable.

3. EFFECTIVE DATE

This letter of appointment is effective from **07-07-2023**

4. PROBATION

Effective your date of joining, you will be on probation in the above position for **6 months**, which could be extended at the discretion of the Management.

During the period of probation each of the parties can terminate this Letter of Appointment at any time and for any reason and by giving thirty days' notice.

5. LOCATION

You will be required to carry out your work from the offices of AZIPL situated at **Global Technology Centre at Chennai** in the normal course of employment. However, you may be required to work in any of AZIPL's or its affiliates' establishments as may be directed by the management of AZIPL ("**Management**") from time to time or be transferred to any other department, office or establishment of AstraZeneca or AZIPL's associate companies, with reasonable notice, as may be directed by the Management.

6. HOURS OF WORK

The working hours of AZ Chennai is between 9.00 AM and 6.00 PM. The normal hours to be worked are 40 hours in a given week (excluding 1 hour for break every day). Subject to the work requirements of your function you might be required to work on shifts in agreement with your line manager and there could be a slight flexibility in the working hours.

7. HOLIDAYS & LEAVE

- AZIPL would provide annual holidays in compliance with the requirements of the applicable statutes. The list of annual holidays would be communicated to the employees and displayed on all notice board.

- You are entitled to 22 days of Earned leave (EL), 12 days of Casual Leave (CL) and Sick Leave (SL) as per the leave policy of AZIPL, as may be amended from time to time

8. RETIREMENT AGE

The retirement age in AZIPL is 60 years.

9. NOTICE OF TERMINATION OF EMPLOYMENT

This contract of employment may be terminated by giving **2 months / 3 months (depending on the Global Career Level, GCLS A – E 2 months and F and beyond are 3 months)** notice in writing, from either side or pay Basic Salary in lieu of the notice period. You shall be relieved from service, only after you complete the exit-clearance formalities in force.

10. SAFETY AND HEALTH AT WORK

You will be required to acquaint yourself with, and to fulfil your obligations under, the Health and Safety regulations and codes of practice issued from time to time.

11. RETIREMENT BENEFITS

You shall be governed by the Retirement Schemes that are in force in AZIPL. Specifically, you shall be covered by Provident Fund (PF), and Gratuity as per the statutory norms and the company's policies and rules.

12. MEDICAL, LIFE & ACCIDENT INSURANCE

You shall be covered by a Group medical insurance policy (which includes hospitalization and domiciliary benefits), group life insurance and group personal accident insurance policy. Rules and regulations pertaining to these policies will be communicated to you by the HR dept. and may be subject to change periodically

13. GRIEVANCE

If you have a grievance relating to your employment, or you are dissatisfied with any decision relating to yourself, you have the right to discuss the same with your manager for the purpose of seeking redress. If you are still not satisfied, you can approach the Human Resources Department.

14. ADHERENCE TO CODE OF CONDUCT AND COMPANY POLICIES

You shall strictly adhere to AstraZeneca's "Code of Conduct" as described in the booklet enclosed with this letter. You shall also abide by all the policies in force in the company from time to time. Appropriate action, including disciplinary action may be taken by the company in case of violation of the above.

15. CONFIDENTIALITY AND INTELLECTUAL PROPERTY

15.1 The following terms used in this Clause 15, shall have the meaning attributed to them hereunder:

i) The term "Affiliates" shall mean with respect to AZIPL, any company that controls, is controlled by or is under common control with AZIPL. For purposes of this definition only, "control" means to (a) possess, directly or indirectly, the power to direct the management or policies, whether through ownership of voting securities or by contract relating to voting rights or corporate governance or

(b) own, directly or indirectly, more than fifty percent (50%) of the outstanding voting securities or other ownership interest.

ii) The term "Confidential Information" used herein shall mean any information (whether or not recorded in documentary form, or stored on any magnetic or optical disk or memory) relating to the business, products, affairs, finances, contracts, business methods, trade secrets, technical data, know-how, ideas, discoveries, operations, scientific procedures, designs, methods, processes, practices, marketing plans, strategies, product information, manufacturing methods, presentations, reports, documents, data, programs, patents, compilations, customer information and personal information of AZIPL, the Affiliates or their business contacts, personal information of their respective directors, officers, personnel, customers, clients, representatives and agents, and such other information

deemed to be confidential by AZIPL which is disclosed to or accessed by you by virtue of your employment with AZIPL. However, "Confidential Information" shall not include information which:

- (a) at the date of its disclosure to you is in the public domain, or
- (b) is lawfully obtained or available from a third party without any obligation of confidentiality and without breach of this agreement; or
- (c) was already known to you and has been received from a source other than AZIPL or its Affiliates

iii) The term "Intellectual Property" shall mean any inventions, discoveries, works of authorship, creation, design, variety, improvements, ideas, designs, (whether or not patentable), developments, works of artistry (including software, drawings, specifications, data, manuals, notes and other documents) and other work products made, authored, conceived or developed by you solely or jointly with others, which result from or relate to your duties/role hereunder, including any developed product, technology or materials capable of being protected as patents, trademarks, copyrights, trade secrets and other types of intellectual property, which is invented, discovered or created by you in the course of your employment with AZIPL.

15.2 You hereby acknowledge that you will have access to the Confidential Information as an employee of AZIPL and as part of your duties hereunder. You shall keep confidential the Confidential Information and shall not without the prior written consent of AZIPL, disclose or publish any Confidential Information to any third party nor use the Confidential Information for any purpose other than in connection with the performance of your duties or the carrying out of your obligations for AZIPL in accordance with this Letter of Appointment.

15.3 In respect of any personal information and data disclosed to or accessed by you in the course of your employment with AZIPL, you shall keep such information confidential and not disclose the same to any person except as required for the performance of your duties hereunder and to a person who has a legitimate business need to access such information. You will, in this connection, comply with AZIPL's Global Policy on Data Privacy www.astrazeneca.com/Responsibility/Code-policies-standards/Our-global-policies, as amended from time to time.

15.4 The restrictions on use and disclosure of the Confidential Information set out in Clause 15.2 will apply whether or not your name appears on the rolls of AZIPL and the provisions of Clause 15.2 shall survive indefinitely beyond the termination of your employment with AZIPL.

15.5 You agree that during the term of your employment with AZIPL you will not directly or indirectly: (i) engage in or contribute your knowledge and abilities gained from the projects you had undertaken at AZIPL to any business or entity in competition with AZIPL or AstraZeneca; or (ii) employ or attempt to employ or assist anyone in employing any person who is an employee of AZIPL.

15.6 Any Intellectual Property which is invented, created or generated by you in the course of your employment with AZIPL shall be owned solely and exclusively by AZIPL or AstraZeneca.

15.7 You shall disclose the information about any Intellectual Property promptly and completely to AZIPL and shall, during the period of your employment with AZIPL and at any time thereafter:

- (i) Execute all documents and perform such lawful acts as requested by AZIPL for vesting in AZIPL and/or AstraZeneca the entire right, title and interest in and to the Intellectual Property,
- (ii) Execute all documents requested and required by AZIPL and/or AstraZeneca for acquiring the Intellectual Property and
- (iii) Give AZIPL and/or AstraZeneca all assistance it may reasonably require, in order to obtain, maintain and protect AZIPL's and/or AstraZeneca's right in the Intellectual Property.

15.8 You shall disclose the information about any Intellectual Property promptly and completely to AZIPL and shall, during the period of your employment with AZIPL and at any time thereafter:

- (i) Execute all documents and perform such lawful acts as requested by AZIPL for vesting in AZIPL and/or AstraZeneca the entire right, title and interest in and to the Intellectual Property,

- (ii) Execute all documents requested and required by AZIPL and/or AstraZeneca for acquiring the Intellectual Property and
- (iii) Give AZIPL and/or AstraZeneca all assistance it may reasonably require, in order to obtain, maintain and protect AZIPL's and/or AstraZeneca's right in the Intellectual Property.

15.9 You hereby assign and transfer and shall assign and transfer, without additional consideration, to AZIPL (or AstraZeneca or such other designee as directed by AZIPL), all right, title and interest in and to any and all Intellectual Property throughout the world, made or conceived or reduced to practice or learned by you either solely or jointly with others during your employment with AZIPL.

15.10 You shall not use confidential information or intellectual property of a third party during the course of your employment with AZIPL unless you are permitted by AZIPL. You shall take reasonable measures and exercise best efforts to avoid infringing third party's Intellectual Property during the course of employment with AZIPL.

15.11 You hereby agree that monetary damages for any breach or threatened breach of the provisions of this Clause 15 are inadequate and that any breach or threatened breach will constitute an irreparable injury to AZIPL. In addition to all other rights provided by law to which AZIPL may be entitled, AZIPL will have the right to have an injunction issued against you to prevent any breach.

16. PREVENTION OF SEXUAL HARASSMENT ("POSH") POLICY

At AstraZeneca we are committed to promoting a safe and secure work environment which is free from all forms of discrimination, bullying and sexual harassment. AstraZeneca exercises zero tolerance towards acts of sexual harassment or related retaliation, against or by any employee and we expect all our employees to comply strictly with our POSH policy which aims at providing guidelines on protection against sexual harassment of employees at workplace and the prevention and redressal of complaints of sexual harassment and matters related to AstraZeneca. The policy is located at https://azprod.service-now.com/perma?id=kb_article_only&sys_id=e4ca80e5cb0aeb08c93dbc4ffe961957.

17. OTHER EMPLOYMENT

During the employment with AstraZeneca, you shall not accept any other form of employment, or engage in any other business activity, or perform any service as consultant or advisor to any third party.

18. SUBSEQUENT CHANGES

If there are any changes, subsequently, to the terms and conditions of your employment, they will be notified to you by letter or by a notice posted on the notice board, which forms part of the conditions of this Letter of Appointment.

19. GOVERNING LAW

19.1 This letter of appointment shall be governed and interpreted in accordance with the laws of India. Subject to Clause 19.2 below, the courts at Chennai shall have exclusive jurisdiction to decide any dispute arising from this Letter of Appointment.

19.2 All disputes arising out of or in relation to this Letter of Appointment shall be first attempted to be resolved amicably by mutual negotiations, failing which such dispute shall be referred to arbitration in accordance with the Arbitration and Conciliation Act 1996 before a sole arbitrator appointed by AZIPL.

20. SUPPORTING INFORMATION

On joining, you are requested to submit the following documents to the Human Resources Department:

- Photocopies of certificates and marks-sheets supporting your qualifications.
- If employed currently, a relieving letter, in original, from your current employing organization on joining AZIPL and a copy/original pay slip of last salary drawn.
- If employed currently, an experience certificate, in original, from your current employing organization on joining AZIPL.

- Copy of your valid passport, if available
- 3 passport-sized photographs

Please note that this Letter of Appointment is being made on the information furnished by you. However, if any discrepancy is found in the above documents given by you as proof in support of the information provided by you, the Company reserves the right to revoke this appointment/offer.

For AstraZeneca India Private Limited

Anuradha Kumar

Anuradha Kumar (Aug 26, 2023 12:24 GMT+5.5)

Anuradha Kumar

Associate Director-Human Resources

Encl: as above

TO: ASTRAZENECA INDIA PVT. LTD.

I hereby accept your offer of employment on the terms and conditions set out above. I understand that my acceptance of the offer of employment on the terms specified by AZIPL shall form a contract of employment between myself and AZIPL. I understand that, this Letter of Appointment shall become void, provided, any of the information furnished by me in my application, CV, medical questionnaire, references or at my interview is/are found to be inaccurate or false. I hereby agree to diligently, faithfully and to the best of my abilities serve the Company, use my best endeavors to promote the interests of the Company, perform all the duties entrusted to me from time to time and agree that for the performance of such duties, I will use all the knowledge, skills and experience which I possess.

I fully agree to comply with the terms and conditions mentioned above and understand that AZIPL can take appropriate action including legal/ disciplinary action if I am in violation or breach of any of the above.

Signature of employee:

Somasundari M

Somasundari M (Aug 29, 2023 14:51 GMT+5.5)

Name: Anuradha Kumar

Date: Aug 29, 2023

Annexure II**Compensation Breakup****Name: Somasundari M****Designation: Junior****Engineer****Career Level: B3****PARTICULARS****SALARY DETAILS:**

Basic: INR 180000

HRA: INR 90000

Personal Pay: INR 155000

(Flexible benefits linked)***

Telephone Reimbursement: INR 30,000

Books & Periodicals Reimbursement: INR 24,000

Professional Pursuit Reimbursement: INR 30,000

Food Voucher: INR 13,200

Leave Travel Reimbursement: INR 40,000

Car lease**** Capped at Personal Pay Limit

Fuel Reimbursement**** INR 1,20,000

Driver Allowance*** INR 1,80,000

ANNUAL BASE SALARY: INR 425000**RETIREMENT BENEFITS PER ANNUM**

PF: INR 21600

Gratuity: INR 8658

ANNUAL COST: INR 455258**VARIABLE PERFORMANCE BONUS*: INR 42500****TOTAL COST: INR 497758****PREMIUM ON MEDICAL SCHEMES****

Group Medical Insurance Premium: INR 53,114

Group Personal Accident Premium: INR 1,422

Group Life Insurance Premium: INR 5,819

Employees Deposit Linked Insurance Premium: INR 900

COST TO COMPANY: INR 559013

*Variable performance bonus is based on individual's performance and company's performance. Individuals who resign before the annual performance bonus payment date will not be eligible for any performance bonus award.

**Group Medical Insurance Hospitalization Benefits: Up to Rs. 5,00,000/- for a family of six, including self, spouse, two children and dependent parents or in-laws. Accident and Life Insurance coverage as per Company Policy, details would be provided on joining.

*** Flexible Benefits Linked Personal Pay gives you the option of maximizing your tax savings. You would be provided with the option of allocating your Personal Pay into Telephone Reimbursement, Books & Periodicals Reimbursement, Professional Pursuit Reimbursement, Food Voucher and Leave Travel Reimbursement subject to maximum limits as defined by AstraZeneca.

**** Applicable for grade E and above.

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015



Further, you would be required to furnish proof of the expenses in respect of which you are claiming the reimbursement for which there is a tax benefit. In the event you are unable to utilize the maximum benefit made available to you under this category, the remaining amount will be taxed as per applicable laws.



AstraZeneca shall be entitled to make any changes to the Flexible Benefits Linked Personal Pay in order to be compliant with applicable laws.

Somasundari M_21944670

Final Audit Report

2023-08-29

Created:	2023-08-29 (Eastern Daylight Time)
By:	MyHR India (MyHR.India@astrazeneca.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAsOFA7u1k8auZe5bLZ4D0St6G-Fi6s2B

"Somasundari M_21944670" History

-  Document created by MyHR India (MyHR.India@astrazeneca.com)
2023-08-29 - 2:30:32 AM EDT
-  Document emailed to Anuradha Kumar Narendra Kumar (anuradha.kumar@astrazeneca.com) for signature
2023-08-29 - 2:32:02 AM EDT
-  Signer Anuradha Kumar Narendra Kumar (anuradha.kumar@astrazeneca.com) entered name at signing as Anuradha Kumar
2023-08-29 - 2:54:51 AM EDT
-  Document e-signed by Anuradha Kumar (anuradha.kumar@astrazeneca.com)
Signature Date: 2023-08-29 - 2:54:53 AM EDT - Time Source: server
-  Document emailed to Somasundari M (somasundari.m@astrazeneca.com) for signature
2023-08-29 - 2:54:54 AM EDT
-  Email viewed by Somasundari M (somasundari.m@astrazeneca.com)
2023-08-29 - 5:18:48 AM EDT
-  Document e-signed by Somasundari M (somasundari.m@astrazeneca.com)
Signature Date: 2023-08-29 - 5:21:24 AM EDT - Time Source: server
-  Agreement completed.
2023-08-29 - 5:21:24 AM EDT





CAT INDIA ENGR SOLTNS PRVT

CONFIDENTIAL

Soriya Sathiya

Plot No:308, Madakulam 1st Street,
Pazhanganatham, Madurai .625015

Dear Soriya Sathiya,


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

OFFER OF APPOINTMENT

We are pleased to offer you employment with **CAT INDIA ENGR SOLTNS PRVT** (hereinafter referred to as "The Company") on the terms and conditions stated below: This offer of appointment with Company is contingent upon the successful completion of our recommended medical examination, background verification and verification of original certificates, to our satisfaction.

Position

You will be appointed in **Compensation Grade 20**.
Internal Designation: **Associate Engineer**

I. REMUNERATION

Your annual Cost to Company will be **Rs.1,077,302**. The components of the salary breakup appended below is presented on an annual basis.

Salary & Allowances

Basic Pay: Rs.383,232

Flexible Benefit Pay: Rs.468,384

Base Salary (Basic Pay + Flexible Benefit Pay) : Rs.851,616

Special Allowance: Rs. 57,484

Total - A (Base Salary + Special Allowance): Rs.909,100

Retirement Benefits (Employer Contribution)

Provident Fund: Rs.45,988

Gratuity: Rs.18,434

Total - B: Rs.64,422

Variable Pay (Based on Company Performance & Guidelines)

Bonus Amount: Rs.8,400

STIP Amount (Estimated) on Base Salary: Rs.85,161

Provident Fund on Estimated STIP (Employer Contribution): Rs.10,219

Total - C:Rs.103,780

Total Cost to Company (A+B+C): Rs.1,077,302

All taxes and social security contributions will be deducted and passed to proper institutions by the Company, according to the applicable laws.

II. PROBATION

You will be on probation for a period of 6 (six) months from the date of your appointment. Based on your performance during such period, the Company may at its sole option extend your probation. Unless your employment is expressly confirmed by

the Company, you shall be deemed to be on probation.

III. BENEFITS

a. Bonus

Your annual bonus will be decided by the Company and will be paid as per the guidelines of the Company.

b. Short Term Incentive Payout

You will be extended the benefits of incentive compensation as per the guidelines of the Company stipulated from time to time. It is hereby clarified that the Short Term Incentive Payout is dependent on the Overall Corporate Results, Individual Business Unit Results and Employee's Performance. Company reserves the right to withdraw or reduce such payout solely at its discretion.

c. Gratuity

Upon completion of 5 (five) years of continuous service and at the time of retirement / cessation of employment, you will be eligible to gratuity payment as per the policies of the Company and any other statutory requirements as may be applicable from time to time.

d. Special Allowance

You will be eligible for Special Allowance amount equivalent to 15% of your monthly basic pay. Special Allowance would not be considered for any of the pay increase calculations. In case, if there is any government / company mandated pension benefits are announced, this amount would be adjusted against those benefits. The applicable personal income tax would be deducted on this as per the income tax rules.

e. Provident Fund

The Company and the employee will contribute into the Provident Fund in the manner legislated under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

f. Leave

You will be eligible for such privilege leave and medical leave and be subject to such leave policy as the Company stipulates from time to time.

g. Hospitalization

These benefits will apply to you, your spouse, dependent parents and dependent children up to an amount of Rs.300,000 (Rupees Three Lakhs Only) per annum as basic coverage and Rs.200,000 (Rupees Two Lakhs Only) under catastrophic illness coverage subject to a maximum over all coverage of Rs.5,00,000/- (Rupees Five Lakhs Only).

h. Term Life Insurance

You will be covered under the Term Life Insurance up to 36 (thirty six) times of your monthly base salary.

i. Group Personal Accident

You will be covered under the Group Personal Accident Insurance up to 36 (thirty six) times of your monthly base salary.

j. Other benefits

Based on your salary grade, you will continue to be eligible for benefits that are expressly stipulated by the company from time to time.

IV. RULES AND REGULATIONS OF SERVICE

You will abide and be governed by the standing orders/rules/circulars of the company and other applicable legislation which are currently in force and may be otherwise introduced/ altered or amended from time to time.

a. Working Hours

Your work week, office timings/shift timings will vary according to the business division that you are employed with and the same will be communicated to you from time to time. However, the working hours may be subject to change depending on the business requirements that may arise from time to time.

b. Public Holidays

Public Holidays as determined by the Company from time to time will be observed.

c. Improper Payments

You shall not while carrying out services for the Company, pay or agree to pay, directly or indirectly, any funds or provide anything of value to any employee, agent, sub-contractor or other official of any governmental or public entity, or any

consultant of such governmental or public entity, or to any official or candidate of any political party, for the purpose of directly or indirectly influencing the acts or decisions of such officials in relation to the performance of your services for the Company.

d. Prohibited Conduct and Sexual Harassment

You shall not indulge in any activity that may constitute unwelcome verbal, physical or visual conduct based on a person's membership in a protected class based on sex, color, race, religion, place of birth etc., Further, you shall not indulge in any unwelcome sexually determined behavior or conduct.

e. Confidential Information, Non-Competition, Intellectual Property and Electronic Communication Guidelines

Your obligation to the Company as regards treatment of its confidential information, non-competition and intellectual property shall be as per the undertaking attached as Annexure 2 to this Agreement. You shall abide by the Electronic Communication guidelines (or any modified version of the same) stipulated under Annexure 3 to this Agreement.

f. Travel

You agree that traveling to locations other than your base locations, including to places outside India may be required to perform your duties and you have no objections to the same. You shall whenever so required by the Company travel by land, sea or air as may be directed by the Company and in such case you shall be entitled to traveling expenses and such allowances as may be permissible under the rules of the Company for the time being in force and applicable to you.

g. Transfer

The Company reserves the right to transfer you from one job to another or from one division to another and the Company is under no obligation to obtain consent from you for such transfers.

h. Termination of Service During probation

The Company is entitled to terminate your employment without prior written notice, without assigning any reason. You would however have to give one month prior written notice, if you wish to resign from your employment, during your probation.

On Confirmation

i. Either party may terminate your appointment without assigning any reason, by issuing to the other, 1 month notice in writing or by paying 1 month salary in lieu thereof.

ii. The Company reserves the right to terminate your appointment at any time, without prior notice, should you be guilty of misdemeanor, misconduct, negligence, dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from the notice without notice, any breach of Caterpillar values in action or the terms and conditions of this Agreement.

i. Medical

Company may decide to terminate your employment based on valid medical advice that you have become physically/mentally incapacitated to such an extent that you are unable to deliver the responsibilities entrusted to you and medically not fit to continue the employment with the Company.

j. Remedy

In addition to any and all other remedies that may be available at law, in the event of any breach of the terms of employment, the Company shall have the right to an injunction or other equitable relief in any court of competent jurisdiction, enjoining any such breach, and you hereby waive any and all defenses that you may have on the ground of lack of jurisdiction or competence of the injunction or other equitable relief. The existence of this right shall not preclude any other rights and remedies at law or in equity which the Company may have.

k. Human Resources Policies and Procedures and Standing Orders

In addition to the terms and conditions contained in this Agreement, your employment is also subject to Human Resources policies and procedures that are stipulated and the standing orders (if applicable) that apply to the business division that you are employed with. The Company may, at its sole discretion, change such policies and procedures from time to time.

l. Caterpillar Inc.'s Policies and Procedures

You shall abide by such policies, procedures, guidelines and directions of Caterpillar Inc., (if any applicable to you) stipulated from time to time. The Company shall solely decide on the application of such policies, procedures, guidelines and directions to you.

m. Service Tenure

It is expressly clarified that this Agreement does not alter your date of employment mentioned in your letter of appointment and such date shall be considered for the purpose of reckoning your service weight age and for calculation of terminal benefits to be paid at the time of your resignation/retirement.

V. OTHER TERMS AND CONDITIONS

a. It is the responsibility of the employee to keep their personal contact information up to date with company and to notify duly any changes thereof. Additionally, you will also be required to update the company of changes in your civil or marital status.

- b. You will perform duties and exercise such powers as are entrusted to you from time to time by or on behalf of the Company. You will be expected to display high levels of initiative and efficiency in your work.
- c. You shall be responsible for all your actions to the Company and shall promptly and faithfully obey and observe such orders and directions as may from time to time be given to you by or on behalf of the Company.
- d. You will be retired from the services of the Company on your completing the age of 58 years, or such other retiring age the Company may decide.
- e. You shall study all literature in connection with your work in your spare time so as to keep your knowledge refreshed and up to-date.
- f. Your salary details are strictly private and confidential, and we urge you to respect this value.

VI. EFFECTIVE DATE

This offer shall be effective from the date of your joining the company.

VII. REVIEW

THE, POLICIES, TERMS, RULES AND REGULATIONS OF SERVICE ARE SUBJECT TO REVIEW BY THE COMPANY FROM TIME TO TIME. THE COMPANY RESERVES THE RIGHT TO ALTER ANY OF THE ABOVE TERMS AND CONDITIONS AS AND WHEN IT DEEMS FIT TO FULFILL THE COMPANY'S OBJECTIVES. YOUR PRIOR CONSENT WOULD NOT BE NECESSARY TO MODIFY THE TERMS AND CONDITIONS OF YOUR EMPLOYMENT WITH THE COMPANY.

VIII. ENTIRETY

EXCEPT TO THE EXTENT EXPRESSLY SET FORTH HEREIN, THIS AGREEMENT CONSTITUTES THE ENTIRE AGREEMENT BETWEEN THE PARTIES WITH RESPECT TO THE SUBJECT MATTER HEREOF TO THE EXCLUSION OF ALL OTHER UNDERSTANDINGS AND ASSURANCES, EITHER WRITTEN OR ORAL AND OVERRIDES ALL OTHER AGREEMENTS, ARRANGEMENTS, ORAL OR IN WRITING EXECUTED AND/OR IN OPERATION BETWEEN THE PARTIES PRIOR TO THE EFFECTIVE DATE OF THIS AGREEMENT.

IX. CONSENT

I HAVE READ THIS DOCUMENT CAREFULLY AND I UNDERSTAND AND ACCEPT THE OBLIGATIONS WHICH IT IMPOSES UPON ME AND ACKNOWLEDGE THE OBLIGATIONS WHICH I AM REQUIRED TO PERFORM UNDER THIS DOCUMENT. NO PROMISES OR REPRESENTATIONS HAVE BEEN MADE TO ME TO INDUCE ME TO SIGN THIS DOCUMENT. I SIGN THIS DOCUMENT VOLUNTARILY AND FREELY WITHOUT ANY COERCION.

Please sign and submit your acceptance signifying confirmation of your understanding and acceptance of the foregoing terms and conditions, within **ONE DAY** from the date of receipt of this offer.

This is a system generated document and does not require Company's stamp or any signatures to be considered valid. Once signed and returned by the recipient, this will constitute a valid acceptance, subject to just exceptions.

DocuSigned by:

980x70866C1C44D

3/28/2023

ANNEXURE 1

UNDERTAKING

In consideration of my employment or continued employment by **CAT INDIA ENGR SOLTNS PRVT**, a company organized under the laws of India (the "Company"), I agree that the following is applicable worldwide and agreed to by me voluntarily in connection with such employment by the Company (the "Agreement"):

1. Purpose of this Agreement.

I understand that the Company is engaged in a continuous program of research, development, manufacturing, production, marketing and sales in connection with Company's Business (as defined below) and that it is critical for the Company to preserve and protect its Confidential Information (as defined below), its Intellectual Property (as defined below), its Developments (as defined below) and its Intellectual Property Rights (as defined below). Accordingly, I enter into this Agreement as a condition of my employment or continued employment by the Company, whether or not I am expected to

have knowledge of or create such Confidential Information (as defined below), Intellectual Property (as defined below), Developments (as defined below) or Intellectual Property Rights for the Company.

2. Definitions.

"Affiliate" means: (i) any company, corporation, partnership or other business entity which is controlled or fifty percent (50%) or more owned, directly or indirectly, by the Company or which is fifty percent (50%) or more owned by any company, corporation, partnership or other business entity falling under item (ii) below; (ii) any company, corporation, partnership or other business entity that owns, directly or indirectly, fifty percent (50%) or more of the Company; and (iii) any individual or entity who has interests in, or relations with the Company. For purposes of this definition, "control" shall mean the possession, directly or indirectly, of power to direct or cause the direction of the management and policies of a business entity, whether through ownership of voting securities or otherwise.

"Intellectual Property or IP" means: any technology or information including, but not limited to, any ideas, discoveries, designs, apparatus, components, systems, specifications, algorithms, methods or processes, formulas, computer programs, techniques, improvements, compositions of matter, databases, mask works, trade secrets, any inventions (whether or not patentable), know-how, works of authorship (whether or not registered as copyrights), trade secrets, trademarks and domain names.

"Intellectual Property Rights or IP Rights" means: all patents, utility models, design rights and similar invention rights, registered and unregistered copyrights, trademark rights, trade secret rights, moral rights, mask work rights, domain name rights, know-how rights and any and all other similar intangible property rights, including all rights of exploitation, recognized anywhere in the world under any state or national statute or common law right in connection with the Intellectual Property.

3. Developments.

i. Disclosure.

I will promptly disclose to the Company any Intellectual Property and any improvements thereof ("Developments") conceived, created, or made by me either alone or jointly with others or about which I have knowledge of during the period of my employment, whether or not in the course of my employment, and whether or not such Developments may be, have been or will be protected under Intellectual Property Rights; provided that, such Developments:

relate to any business of the Company or its Affiliates; or relate to any actual or planned research and development of the Company or its Affiliates, or are suggested by or result from any task assigned to me or work performed by me for the Company or its Affiliates; or relate to the Company Confidential information (as defined below) or the confidential information of its Affiliates.

3(i)(a)(b)(c) and (d) are collectively referred to as "Company's Business".

ii. Ownership.

I agree that all Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business will be the sole and exclusive property of the Company.

I acknowledge and agree that any copyrightable works prepared by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business are "works for hire" under the Copyright Act and that the Company will be considered the author of such copyrightable works and will be the sole and exclusive property of the Company.

iii. Assignment.

I hereby irrevocably transfer and assign to the Company any and all Intellectual Property Rights that I may have in or own with respect to any Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business.

In addition to the foregoing assignment of Intellectual Property Rights in Developments, I irrevocably transfer and assign any and all Moral Rights (as defined below) that I may have in or own with respect to any Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business. I also hereby forever waive and agree never to assert any and all Moral Rights that I may have in or own with respect of such Developments, even after termination or expiration of my employment by the Company. "Moral Rights" mean any rights to claim authorship of any Development, to object to or prevent the modification of any Development, or to withdraw from circulation or control the publication or distribution of any Development, and any similar right, existing under judicial or statutory law of any country in the world, or under any treaty, regardless of

whether or not such right is denominated or generally referred to as a "moral right".

I agree to assist the Company in every proper way to obtain for the Company any Intellectual Property Rights in and ownership to the Developments conceived, created or made by me either alone or jointly with others during the period of my employment, whether or not in the course of my employment, that relate to the Company's Business. Furthermore, I agree to assist the Company in every proper way to enforce such Intellectual Property Rights in such Developments in any and all countries.

I will execute any document that the Company may reasonably request for obtaining or enforcing such Intellectual Property Rights. My obligations under this paragraph will continue beyond the termination or expiration of my employment by the Company.

iii. Prior Developments.

I have identified herein below in Section A or have attached herewith as Attachment No. 1, a complete list of all Developments to which I claim ownership and which I desire to remove from the operation of this Agreement, and I acknowledge and agree that such list is complete. If no such list is identified below or attached to this Agreement at the time of its execution, I represent that I have no such Developments.

4. Confidential Information.

i. Non-Disclosure and Nonuse

I understand that the Company has and continually develops and obtains valuable proprietary and confidential information concerning the Company's Business, business relationships and financial and other affairs (the "Company Confidential Information") which may become known to me in connection with my employment. By way of illustration, but not limitation, Company Confidential Information may include all types of financial, business, scientific, technical or engineering information, including, processes, methods, techniques, systems, formulas, drawings, photographs, software in any form, machine readable records, patterns, plans, models, devices, compilations, concepts, inventions (whether or not patentable), trade secrets, know-how, manufacturing procedures, research and development activities, product and marketing plans, organizational data, customer, dealer and supplier information, computer passwords, log-in ids, access codes, calling card numbers, information on or from the computer or telecommunication systems and any development thereof or related thereto, and other business or technical information disclosed to the Company or to me by Affiliates of a proprietary or confidential nature or under an obligation of confidence. Such Company Confidential Information may be contained in various media, including, without limitation, computer programs in object and/or source code, flow charts and other program documentation, manuals, plans, drawings, designs, technical specifications and literature, laboratory notebooks, supplier and customer lists, internal financial data and other documents and records of the Company.

Company Confidential information shall not include information which (a) is or becomes generally known within the Company's or its Affiliate's industry through no act or fault of mine; (b) is known to me (without being derived from the Company or its Affiliates) at the time it is disclosed as evidenced by my written records at the time of disclosure and is without restriction on its use or disclosure; (c) is lawfully and in good faith made available to me by a third party who did not derive it from the Company or its Affiliates and who imposes no obligation of confidence on me.

I agree that I will not use, copy, publish or disclose the Company Confidential Information, except while I am employed by the Company in performance of my duties and only for the best interests of the Company in accordance with the policy of the Company and/or its Affiliates with respect to the protection of such Company Confidential Information. I will not use, copy or publish such Company Confidential Information for the benefit of myself or others, nor will I disclose it to others during or after my employment, unless specifically authorized to do so in writing by the Company. I agree that I will contact the Company's Legal Department if I have any questions as to whether any specific information constitutes Company Confidential Information. The Company expects all employees to comply with the obligations under this Agreement to maintain the confidentiality of the Company Confidential Information.

I acknowledge that all Company Confidential Information, whether or not in writing and whether or not labeled or identified as confidential or proprietary, is and shall remain owned by and the sole and exclusive property of the Company or the Affiliate providing such information to me or the Company. I agree that no license under patent or other intellectual property right or under any other law is granted or conveyed by reason of my knowledge or use of the Company Confidential Information.

The Company also expects all employees to comply with any obligations to maintain the confidentiality of trade secrets or other confidential or proprietary business or technical information received prior to joining the Company, including former employers, or from third parties during employment by the Company for which I owe a duty to keep such information in confidence under agreement or otherwise (the "Other Confidential Information"). Therefore, I will comply with all obligations to maintain the confidentiality of Other Confidential Information. I understand that the Company and its Affiliates do not desire to acquire from me any Other Confidential Information. Therefore, I agree that I will not improperly use, copy, or publish any

such Other Confidential Information nor will I disclose any such Other Confidential Information to the Company or its Affiliates. Furthermore, I will not use, copy, publish or disclose to the Company or its Affiliates such Other Confidential Information for the benefit of the Company or its Affiliates without the express written permission of the owner of such Other Confidential Information. I agree that I will contact the Company's Legal Department if I have any questions as to whether any specific information constitutes Other Confidential Information, the status of my obligations related to such Other Confidential Information or if I am asked to disclose such Other Confidential Information to the Company, its Affiliates or to third parties. I further agree that I will not acquire by any illegal means any Other Confidential Information. I agree that neither the Company nor its Affiliates takes responsibility for any liability, (Civil or Criminal) arising out of an improper or illegal disclosure of Other Confidential Information by me in breach of my duty to keep such information in confidence under agreement or otherwise.

Prior to my submitting or disclosing any material prepared by me for possible publication or dissemination outside the Company that incorporates Company's Business, either present or future, I agree to deliver a copy of such material to an officer of the Company for his or her review. Within twenty (20) days of such submission, the Company agrees to notify me whether the Company believes such material contains any Company Confidential Information, and I agree to make such deletions and revisions as are reasonably requested by the Company to protect such Company Confidential Information. I further agree to obtain the consent of the Company prior to any review of such material by persons outside the Company.

ii. Return of Property.

When my employment terminates or expires, or at any time upon Company's request, I will return to the Company all material in my possession or under my control pertaining to the Company Confidential Information. I acknowledge that because Company Confidential Information can have an unlimited life, it is reasonable that my related obligations under this Agreement be likewise unlimited in time and continue beyond termination or expiration of my employment. I acknowledge that the Company reserves the right to withhold my salary and other employment benefits on my failure to return the Company Confidential Information.

iii. Notification of New Employer.

In the event that I leave the employment of the Company, I hereby grant consent to the Company in order to allow the Company to notify my new employer about my rights and obligations under this Agreement.

iv. Restrictive Covenant.

I agree that during the period of my employment by the Company I will not, without the Company's prior written consent, engage in any employment or business activity that competes with Company's Business other than for the Company. I further agree that during the term of my employment with the Company and for a period of two (2) years thereafter, I also shall not solicit, or arrange to have any other person or entity solicit, any person or entity engaged by the Company as an employee, customer, supplier, dealer, consultant or advisor to the Company to terminate such party's relationship with the Company.

In view of the unique nature of the Company's Business and the need of the Company to maintain its competitive advantage in the industry, I agree and acknowledge that, in the event that I breach any covenant or obligation set forth herein, a court of competent jurisdiction shall enjoin me for any disclosure of Company Confidential Information and any other express obligation under this Agreement and may enjoin me for a minimum period of two (2) years following the issuance of such injunctive order from directly or indirectly, (i) engaging in, (ii) owning an interest in, (iii) being employed by, or consulting for, or acting as an advisor to, any person or entity which engages in, or (iv) otherwise participating in any way in, any activity which competes with the Company's Business.

v. Relief.

I acknowledge that the restrictions on the disclosure of Company Confidential Information contained herein are necessary for the protection of the Company's Business and goodwill of the Company and are reasonable for the purpose. I agree that any breach of this Agreement by me will cause irreparable damage to the Company and that in the event of such breach, the Company shall be entitled, in addition to monetary damages and to any other remedies available to the Company under this Agreement and at law, to equitable relief, including injunctive relief, and to payment by myself of all costs incurred by the Company in enforcing the provisions of this Agreement, including reasonable attorney's fees.

5. Name and Likeness Rights, Etc.

I hereby authorize the Company the right to use, reuse, and to grant others the right to use and reuse, my name, photograph, likeness (including caricature), voice and biographical information, and any reproduction or simulation thereof, in any media now known or hereafter developed (including but not limited to film, video and digital or other electronic media), both during and after my employment, for whatever purposes the Company deems necessary.

6. Obligations are part of Employment.

I recognize that all of the above obligations are and will be part of my normal duties and responsibilities and are and will be part of my consideration to the Company for salary or wages paid to and benefits received by me. I further understand that the obligations in this Agreement relate only to certain employment matters and this Agreement does not include a comprehensive list of my normal duties and responsibilities required by the Company.

7. No Conflicting Agreements.

I am not a party to any other agreement that conflicts with this Agreement, except as I have listed or identified herein below in Section B or have attached herewith as Attachment No. 2. If no such list is identified below or attached to this Agreement at the time of its execution, I represent that I am not a party to any such conflicting agreements at the time of executing this Agreement.

8. Severability.

If any provision of this Agreement is finally determined to be invalid under applicable law, then such provision shall be inapplicable and deemed omitted from this Agreement, but the remaining provisions shall be given full force and effect in accordance with the manifest intent hereof.

9. Governing Law.

I understand that although I may work for the Company outside India, I understand and agree that this Agreement will be governed, interpreted and enforced in accordance with the laws of India, without regard to or application of choice of law rules or principles. The Courts in Chennai shall have jurisdiction over any disputes arising under this Agreement.

10. Effective Date.

This Agreement shall take effect from the date of my employment.

11. Miscellaneous

No delay or omission by the Company in exercising any right under this Agreement will operate as a waiver of that or any other right. No waiver or consent given by the Company on any occasion will be construed as a bar to or continuing waiver or consent. In the event that any one or more of the provisions contained herein shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions of this Agreement, and all other provisions shall remain in full force and effect. If any of the provisions of this Agreement is held to be excessively broad, it shall be reformed and construed by limiting and reducing it so as to be enforceable to the maximum extent permitted by law.

This Agreement can only be modified by a written agreement executed by a duly authorized officer of the Company.

I HAVE READ THIS AGREEMENT CAREFULLY AND I UNDERSTAND AND ACCEPT THE OBLIGATIONS WHICH IT IMPOSES UPON ME WITHOUT RESERVATION. NO PROMISES OR REPRESENTATIONS HAVE BEEN MADE TO ME TO INDUCE ME TO SIGN THIS AGREEMENT. I SIGN THIS AGREEMENT VOLUNTARILY AND FREELY.

A. Prior Developments or intellectual property rights which are not part of this Agreement:

B. Other agreements that conflict with this Agreement:

DocuSigned by:

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3/28/2023

ANNEXURE 2

ELECTRONIC COMMUNICATION GUIDELINES

Electronic communications - including any access to or exchange of data via e-mail, the Internet or Intranet, voice mail, or otherwise - are a vital and growing segment of our business communications. Users of these systems are responsible for the communications in which they engage and for the resulting Company's records that they create, send, forward or save - and for doing so only in accordance with these guidelines.

1. The electronic communication and information systems and related equipment (the Systems) are provided by and are the property of the Company, as is all information residing on or carried by these Systems. As a condition of your use

of the Systems, you acknowledge and agree that the Company may, at its discretion and for legitimate business purposes, inspect, use, or disclose your communications and related information without further notice. You should have no expectation of personal privacy associated with your use of the Systems.

2. Unauthorized access to the Systems is prohibited, and the Company takes reasonable precautions to secure the Systems from such access. Authorized users must exercise reasonable care to maintain the security of the Systems, including the use and management of required passwords. However, password protection is for the security of the Company and the Systems, and does not imply that communications are private or confidential to individuals.

3. The Systems are intended for the Company's business. You may not use the Systems for personal gain, for purposes not reasonably related to the conduct of the Company business, or in any manner that harms other individuals or the Company.

4. Use of the Systems should be businesslike, courteous, and civil, and must comply with laws and regulations such as those regulating trademarks, copyrighted material, threatening or obscene material, and confidential, proprietary, or trade secret information. Use that is harassing, discriminatory, defamatory, disruptive or offensive to others, illegal or criminal, or that involves obscene, vulgar, or sexually explicit content, is prohibited. Although your use of the Systems indicates your consent that the Company may, at its discretion, inspect, use, or disclose any resulting information, such inspection is not systematic or guaranteed. The Company depends upon users to report inappropriate, offensive, or illegal material to the Company's management.

5. Communications must clearly disclose the originator, sender, and intended recipient. If you receive a communication by mistake, you should stop reading as soon as you realize it was not meant for you and notify the sender or your system administrator immediately. It is impermissible, and may be illegal, to purposely read communications intended for another person without permission of that person or of the Company. If you forward a communication originated by someone else, do not make changes without clearly disclosing that you have done so.

6. Communications outside of the Company, for example, via the Internet, Electronic Data Interchanges, direct modem connections, or otherwise, often travel through systems not under the control of the Company, and **might be intercepted and misused**. Therefore, confidential information must not be communicated outside of the Company unless clearly marked as to its confidential status. Privileged information, such as communications between an attorney and client, must not be shared without prior Legal Services approval.

7. Marking communications as confidential does not necessarily protect them for disclosure or misuse, and the Company guidelines might require the use of encryption. However, encryption may be employed only where the Company has authorized its use and has been provided with all keys necessary for decryption. You may not intentionally encode or encrypt files to make them unreadable by authorized the Company representatives.

8. Use of the Systems creates records that can be difficult to eliminate. Communications or related information might be printed or saved and might exist on backup media or otherwise be retrievable from the Systems for indeterminate periods of time. Therefore, you should be aware that mere "deletion" of a communication does not ensure removal of it or of related information from the Systems. Consider this when drafting and sending communications.

9. Various other Company's policies, procedures, and practices apply to electronic communications and Systems. Examples include guidelines established by the Corporate Records Management Program, Corporate Information Services, Corporate Travel Services, Corporate Identity, and your facility and business unit. It is your responsibility to manage your electronic communications in accordance with all such direction.

Use of the Company's Systems is a privilege. Inappropriate use may result in disciplinary action, up to and including termination. In addition, failure to follow these guidelines could subject both Company and you, the individual user, to legal liabilities and embarrassment. You should report any misuse to your supervisor, your facility Human Resources or Information Services manager, or to Security.

DocuSigned by:

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3/28/2023



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[Handwritten Signature]

Offer: Computer Consultancy
Ref: TCSL/DT20222781354/Chennai
Date: 25/09/2022

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Ms. Swetha S
77, Sekkilar Street Munneeswaran Nagar, ThiruppalaiSekkilar Street,
Thiruppalai,
Madurai-625014,
Tamil Nadu.
Tel# 91-9443052812

Dear Swetha S,

Sub: Letter of Offer

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

You have been selected for the position of **Systems Engineer in Grade C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be **INR 7,00,022/-** 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 & Conditions). You will also be issued a letter of appointment at the time of your joining after

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21/25, Kamarajar Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 314 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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 INR 15,000/- 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 INR 7,500/- 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 INR 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.



4. Personal Allowance

You will be eligible for a monthly personal allowance of INR 17,272/- per month. This component is subject to review and may change as per TCSL's compensation policy.

PERFORMANCE PAY

Monthly Performance Pay

You will receive a monthly performance pay of INR 4,300/-. 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.

Performance Bonus

Your Performance Bonus will be INR 3,100/- 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.

Performance Bonus 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 Performance Bonus.

This payment shall be treated as productivity bonus in lieu of statutory profit bonus.

CITY ALLOWANCE

You will be eligible for a City Allowance of INR 400/- per month. This allowance is fully taxable, is specific to India and linked to your base branch. It is subject to review and will be discontinued while on international assignments.

RETENTION INCENTIVE

You are eligible for Retention Incentive of INR 70,000/- payable to you on an annual basis. This component is in appreciation of continuity of your service in TCSL and will be paid on completion of each year from the introduction of this incentive for a period of 3 years. The Company reserves the right to modify the same in line with the TCS Compensation Policy.

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 dependents under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to INR 6,000/- per insured person per annum and basic hospitalization expenses up to INR 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 INR 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 INR 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.

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TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

41/21-24, Kumbhar Nagar, Sholinganallur, Old Mahabalipuram, Chennai-600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai-400 021

TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com



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. Probation Period

You will be on probation for three months. Your confirmation will be communicated to you in writing. TCSL reserves the right to terminate your employment without any notice or payment in lieu thereof in case your performance, behaviour and/or conduct during the probation period is found unsatisfactory or the Back Ground Check turns out negative.

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 to 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 probation 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 offer 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 your appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. 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.

11. 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.

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. 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.

12. 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.



13. 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.

14. 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.

15. 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.

16. 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.

17. 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.



18. 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 probation/service without notice.

19. Submission of Documents

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

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

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
- If you were employed, a formal Relieving letter & Experience letter from your previous employer



The original documents will be returned to you after verification.

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

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

20. 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.

21. 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.

22. 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.



23. 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.

24. 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 3 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn. Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL. We look forward to having you in our global team.

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter

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

TCS Confidential
TCSL/DT20222781354

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kamaraj Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2595 Website: www.tcs.com
Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com



Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

GROSS SALARY SHEET

Annexure 1

Name	Swetha S
Designation	Systems Engineer
Institute Name	Thiagarajar College Of Engineering, Madurai

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	15,000	1,80,000
Bouquet Of Benefits #	26,522	3,18,264
2) Performance Pay		
Monthly Performance Pay	4,300	51,600
Performance Bonus*	3,100	37,200
3) City Allowance	400	4,800
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,800	21,600
Gratuity	721	8,658
Total of Annual Components & Retirals	2,522	38,158
Retention Incentive	NA	70,000
TOTAL GROSS	51,844	7,00,022
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.

*** 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	7,500	90,000
Leave Travel Assistance	1,250	15,000
Food Card	500	6,000
Personal Allowance	17,272	2,07,264
GROSS BOUQUET OF BENEFITS	26,522	3,18,264



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-III) - 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, Galaxy 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 - 11F/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>	



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[Signature]
Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015
Jan 30, 2023

Tanishq E,
Chennai

Tel: 9047555456
Email: tanishqelango10@gmail.com

Dear Tanishq,

We are pleased to confirm the highlights of our employment offer to you. Please call me immediately at +91-44- 7154 9655, if you have any questions regarding this offer. This offer is open for your consideration until close of business on **Jan 31, 2023**.

Your position will be **Engineer I - Verification** reporting to the **Manager – UNG Product Development -India - 2022**. You will be a fulltime employee of Microchip Technology (India) Pvt. Ltd., Chennai.

Your Total "Cost-to-Company" (CTC) (Total Annual Gross plus Retirals, Benefits, Incentives and Perquisites) will be **Rs. 1,000,000 (Rupees Ten Lakhs Only)** per annum.

The detailed breakup for all components of the salary is attached along with the offer letter. Your performance and compensation will be reviewed periodically, and you will be eligible for salary adjustments in the future based upon these performance reviews.

You will be on probation for a period of 6 months, which may be extended or reduced at the sole discretion of Management. During the period of probation, the appointment can be terminated either by the company or by yourself by giving 1 month written notice. On completion of this probation period of 6 months, you will be deemed to be confirmed in the services of the Company, unless otherwise intimated in writing.

After confirmation, in case you wish to resign from the services of the company, the notice period is two months; any short notices will have to be paid by you to the company, during final settlement.

Incentive - You are eligible to participate in the Company's discretionary incentive compensation program(s) mentioned below. As the name implies, the purpose of these programs is to give all employees a personal incentive to work diligently in performing their functions as a team member of the Company. The Company's success depends, in large part, on the hard work of our employees; when our employees collectively work hard to make the Company successful, the Company wants those employees to personally share in its economic success.

Microchip Technology (India) Private Ltd.,
CIN: U72200KA2600PTC025229
Plot no. 149-B, EPIP 1st Phase Industrial Area
Whitefield, Bangalore - 560066
Tel: +91-80-30904444
Fax: +91-80-30904080
Web: www.microchip.com

Microchip Technology (India) Pvt Ltd
Survey No.410/1B (Old Survey No. 410/1A)
Sennamaneri Village, Nukkampalayam Link Road
Chennai-119.
Land Line: +91-44-6143-6400 / +91-44-6143-4401
Web: www.microchip.com



1. Microchip's Employee Cash Bonus Plan (ECBP), which is a discretionary incentive program based on the Company's profitability and growth. The target for ECBP is up to 3.85% of your annual base salary payable quarterly (e.g. hourly rate * 20 hours = target). The actual amount may vary depending on the discretion of the Company, taking into account your performance and the Company's profitability.

All payments under the plans are in the discretion of the Company and are not included in calculations for benefits upon termination of employment or other relevant entitlements. To be eligible for any incentive compensation you must meet all applicable terms and conditions, including but not limited to the following and others as may be communicated to you from time to time:

- Be an employee by the prescribed start date of the beginning of the quarter and remain an employee through the date the bonus is paid (it is not sufficient to be employed on the last day of that quarter and then leave the Company's employment before the bonus is paid out).
- Be an active contributor to the Company's success during the quarter as determined by the Company; in particular, you must have actually worked for at least 51% of the quarter. An employee who takes a leave of absence during a quarter and, consequently, actually works less than 51% of the quarter is not eligible for that quarter's bonus. Because our incentive bonus plan is intended to reward your contribution to the Company's success, employees who actually work more than 51%, but less than 75%, of the quarter will have their bonuses prorated to 63% of the bonus paid to employees who worked 75% (or more) of the quarter.
- Be a fully contributing performer in your role towards Microchip's success throughout the quarter. However, in cases where management have identified specific performance issues, either on an individual basis or group (BU) basis, then the Company reserves the right to apply an IPF (Individual Performance Factor) or BPF (Business Performance Factor), which will result in a reduction in the standard bonus that is being paid out for the quarter. The IPF/BPF factor is calculated in the form of a percentage.

For example, a 75% IPF/BPF would result in the quarterly bonus payment being reduced to 75% of the actual payout for the quarter. This process may also be repeated during subsequent quarters, if performance continues to remain below stated expectations, with modifications being applied to the level of reduction as appropriate.



- Be a positive contributor to the Company's success; in particular, employees who have been on a Performance Improvement Plan (PIP) or Attendance Notice II (ANII) anytime during the quarter or as of the payout date are not eligible to receive incentive compensation for that period.

You are personally responsible for all taxation associated with this remuneration package.

You will also be eligible to participate in Microchip Technology (India) Pvt. Ltd.'s employee group benefit program. All of these benefits and enrollment periods will be explained to you after your joining the Company.

Tanishq, the above summarizes the highlights of our employment offer. We feel you will make a vital difference in the overall success of our business and look forward to you joining the Microchip team.

Sincerely,

For Microchip Technology (India) Pvt. Ltd.

Sanjini Menon
Senior Manager – Human Resources



Acceptance Agreement

I hereby accept this offer and its terms and conditions.

I understand that I must comply with all policies and procedures of the company including terms of employment.

I also understand that once I have accepted this offer of employment I will be subject to all conditions as may be specified by the company, including but not limited to penalties for breach of contract which lead to business losses for the company. Such penalties will be monetary in nature and will be settled by me fully, if there is such a breach of contract as determined by the company.

I hereby state that I have discussed and understood the above from the Human Resources department.

Signature

Date

My anticipated start date is _____

Please print below your full name appeared on the passport or any form of identification:



Appendix 1

**UNDERTAKING WITH RESPECT TO
CONFIDENTIAL INFORMATION AND INVENTION ASSIGNMENT**

THIS UNDERTAKING is made as of this ___ day of _____, by _____.

WHEREAS, I have entered into employment with Microchip Technology Inc. and/or any of its subsidiaries (the "Company") as of the date hereof;

NOW, THEREFORE, in consideration of my employment with the Company or its successor or assigns and the payment made to me by the Company, I hereby agree as follows:

I. **Confidential Information.**

- (a) **Company Information.** I agree at all times during the term of my employment and thereafter, to hold in strictest confidence, and not to use, except for the benefit of the Company, or to disclose to any person, firm or corporation without written authorization of the Board of Directors of the Company, any Confidential Information of the Company. I understand that "Confidential Information" means any Company proprietary information, technical data, trade secrets or know-how, including but not limited to, research, product plans, products, services, customer lists and customers (including, but not limited to, customers of the Company on whom I called or with whom I became acquainted during the term of my employment), markets, software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances or other business information. I further understand that Confidential Information does not include any of the foregoing items, which has become publicly known and made generally available through no wrongful act of mine or of others who were under confidentially obligations as to the item or items involved.
- (b) **Former Employer Information.** I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former employer or other person or entity and that I will not bring into the premises of the Company any unpublished document or proprietary information belonging to any such employer, person or entity unless consented to in writing by such employer, person or entity.
- (c) **Third Party Information.** I recognize that the Company has received and in the future will receive from third parties their confidential or proprietary information subject to a duty on the Company's part to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and not to disclose it to any person, firm or corporation or to use it



MICROCHIP

unless that it is necessary to carry out my work for the Company consistent with the Company's agreement with such third party.

2. Inventions.

- (a) Inventions Retained and Licensed. I have made a statement to the Company regarding and attached hereto, as Exhibit A, a list describing, all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment with the Company (collectively referred to as "Prior Inventions") that belong to me, which relate to the Company's proposed business, products or research and development, and which are not assigned to the Company hereunder; or, if no statement is made or no such list is attached, it represents that there are no such Prior Inventions.

If in the course of my employment with the company, I incorporate into a Company product, process or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

- (b) Assignment of Inventions. If in the course of my employment with the company, the Company has ownership and is entitled to apply for patent in respect of all inventions, original works of authorship, developments, improvements, and trade secrets made as to finish the work assigned by the Company or made by utilizing the material and technology of the Company (collectively referred to as "Invention for Hire"). The Invention for Hire mainly falls under:

- i. invention made in the regular work;
- ii. invention made in the task assigned by the Company other than the regular work;
- iii. invention made by using the Company's material and technology.

The material and the technology of the Company referred to in the above shall mean such of the Company as the capital, equipment, the spare parts, the raw materials or any other technology data undisclosed to the public.

I agree that I will promptly make full written disclosure to the Company all data related to the Non-Service Invention which I may solely or jointly conceive or develop or reduce to practice, and will hold in trust for the sole right and benefit of the Company.

I hereby assign to the Company or its designee, all title and any other right and interest in and to any and all Not-for-Hire Inventions as mentioned in the above. The Not-for-Hire Invention shall refer to any or all original work recording the invention, development, concept, improvements and trade secret, whether or not patentable or registerable under copyright or similar laws.



- (c) Maintenance of Records. I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the term of my employment with the Company. The records will be available to and remain the sole property of the Company at all times.
- (d) Patent and Copyright Registrations. I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any copyrights, patents or other intellectual property rights relating thereto in any and all countries, including the Disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, assignments and all other instruments which the company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copyrights, patents, or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, when it is in my power to do so, any such instrument or papers shall continue after the termination of the Undertaking.

If the Company is unable because of my mental or physical incapacity or for any other reason to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the company and its duly authorized officers and agents as my agent and attorney in fact, to act for and in my behalf and stead to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

3. Returning Company Documents.

I agree that, at the time of leaving the employ of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, equipment, other documents or property, or reproductions of any aforementioned items developed by my pursuant to my employment with the Company

or otherwise belonging to the Company, its successors or assigns. In the event of the termination of my employment, I agree to return to the Company everything that belongs to or shall be returned to the Company



4. Notification of New Employer.

In the event that I leave the employment of the Company, I hereby promise to inform my new employer and grant consent to notification by the Company to my new employer about my rights and obligations under this Undertaking.

5. Solicitation of Employees.

I agree that for a period of twelve (12) months immediately following the termination of my relationship with the Company for any reason, whether with or without cause, I shall not either directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of the Company, either for myself or for any other person or entity.

6. Conflict of Interest Guideline.

I agree to diligently adhere to the Conflict of Interest Guidelines attached as Exhibit B hereto.

7. Representations.

I agree to execute any proper agreement or verify any proper document required to carry out the terms of this Undertaking. I represent that my performance of all the term of this Undertaking will not breach any agreement to keep in confidence or in trust proprietary information acquired by me prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written agreement in conflict herewith.

8. General Provisions.

This Undertaking shall constitute an indispensable part of the employment agreement entered into by the Company and the Employee.

Print Name of Employee: _____

Signature of Employee: _____



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EXHIBIT A

LIST OF PRIOR INVENTIONS

Date	Title	Identifying Number or Brief Description
------	-------	---

Print Name of Employee: _____

Signature of Employee: _____

Date: _____



EXHIBIT B

CONFLICT OF INTEREST GUIDELINES

It is the policy of the Company to conduct its affairs in strict compliance with the letter and spirit of the law and to adhere to the highest principles of business ethics. Accordingly, all officers, employees and independent contractors must avoid activities which are in conflict, or give the appearance of being in conflict, with these principles and with the interests of the Company. The following are potentially compromising situations which must be avoided. Any exceptions must be reported to the President and written approval for continuation must be obtained.

1. Revealing confidential information to outsiders or misusing confidential information. Unauthorized divulging of information is a violation of this policy whether or not for personal gain or intention to cause harm to the Company. (The Employment, Confidential Information and Invention Assignment elaborate on this principle and is a binding agreement.)
2. Accepting or offering substantial gifts, excessive entertainment, favors or payments which may be deemed to constitute undue influence or otherwise be improper or embarrassing to the Company.
3. Participating in civic or professional organizations that might involve divulging confidential information of the Company.
4. Initiating or approving personnel actions affecting reward or punishment of employees or applicants where there is a family relationship or is or appears to be a personal or social involvements.
5. Initiating or approving any form of personal or social harassment of employees.
6. Investing or holding outside directorship in suppliers, customers, or competing companies, including financial speculations, where such investment or directorship might influence a decision or course of action of the Company in any manner.
7. Borrowing from or lending to employees, customers or suppliers.
8. Acquiring real estate of interest to the Company.
9. Improperly using or disclosing to the company any proprietary information or trade secrets of any former of concurrent employer or other person or entity with whom obligations of confidentiality exist.



10. Unlawfully discussing prices, costs, customers, sales or markets with competing companies or their employees.
11. Making any unlawful agreement with distributors with respect to prices.
12. Improperly using or authorizing the use of any inventions which are the subject of patent claims of any other person or entity.
13. Engaging in any conduct which is not in the best interest of the Company.

I fully understand and acknowledge that each officer, employee and independent contractor must take every necessary action to ensure compliance with these guidelines and to bring problem areas to the attention of higher management for review. Violations of this conflict of interest policy may result in discharge without warning.

Print Name of Employee: _____

Signature of Employee: _____



job *QAS*
Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

November 1, 2022

Tharsana Senthilvel

10/3/18, PR Madathu Street, Chinnalapatti, Dindigul - 624301.

Dear **Tharsana Senthilvel**,

In view of your curriculum vitae, the information and documents submitted by you and our discussions on the subject, we are pleased to offer you the position of **DevOps Engineer 1** with Comcast India Engineering Center I LLP (**Comcast India**)

1. The broad terms and conditions that will apply once your employment commences are as outlined below. The detailed terms and conditions will be contained in an employment agreement that you will be expected to execute for your employment to commence:

(a) **Position:**

Your position will be as **DevOps Engineer 1** with Comcast India and you will be required to report to **Harish Jayesh**. In the course of your employment you will be required to undertake and perform all the acts, functions, and duties as may be assigned to you by Comcast India based on your knowledge, qualifications and experience.

You will be placed on probation during the first 3 months of your employment and shall only be confirmed subject to your satisfactory performance during this period. The probation period may be extended for a further period of 3 months at the discretion of Comcast India. Your employment may be terminated by you or Comcast India at any time during the probation period with one week's notice or pay in lieu.

(b) **Place of Work:**

Your place of work shall be in Chennai, India. You may be required to relocate to other locations in India or abroad; and/or undertake such travel in and outside India, from time to time, as may be necessary in the interests of Comcast India's business.

(c) **Remuneration, Allowance and Other Benefits:**

Your annual fixed pay including the basic pay, all allowances, and specific reimbursements agreed under the payment schedule (such as medical reimbursement, telephone reimbursement, etc.) payable by Comcast India but excluding the discretionary performance Bonus shall be **INR 5,62,586** (Five Lakhs Sixty Two Thousand Five Hundred and Eight Six Only).

COMCAST India Engineering Center I LLP
Registered Office

Chennai One SEZ, 5th Floor, North Block in Phase II, Module 7 & 8, "Chennai One",
Pallavaram-Thoraipakkam 200 Feet Road, Thoraipakkam, Chennai – 600 097, Tamil Nadu



Your annual fixed pay shall be structured in accordance with the standard policies of Comcast India, which shall be communicated to you in writing from time to time and shall be subject to deduction of tax at source. The salary payable to you shall be paid monthly in arrears. Statutory contributions as per the relevant Indian laws will also be payable by Comcast India.

In addition to the annual fixed pay, you will be eligible for an annual discretionary performance bonus based on a target amount of **5%** of the annual fixed pay (**Performance Bonus**). The detailed break-up of your annual fixed pay and the Performance Bonus will be provided to you with your employment agreement.

You are eligible for an optional meal card benefit of INR 2200 per month. To elect this meal card benefit, you must contact Payroll within thirty (30) days of commencing employment, and the meal card benefit amount will be deducted from your special allowance. If you take no action, you will not receive the meal card benefit, and the special allowance provided in your offer will remain unchanged.

(d) **Hours of Works:**

Your hours of work will be as per the working hours policy of Comcast India, Monday through Friday. You may be required to work such additional hours as may be necessary for you to perform your duties effectively and you will not be entitled to receive any additional remuneration for work done outside your normal hours of work, unless required by applicable law.

2. Subject to satisfactory completion of the conditions mentioned below, your employment with Comcast India shall commence on **July 3, 2023** or such other date that shall be communicated to you in writing by Comcast India (the **Start Date**):

- (a) You have not accepted any other employment or offer of employment before the Start Date and you possess the required qualifications to commence employment as an **DevOps Engineer I** with Comcast India
- (b) Your performance and conduct during your period of internship with Comcast India from **January 6, 2023 to June 30, 2023** is to the satisfaction of Comcast India and you have cleared all the tests assigned to you during your internship in accordance with the standards and requirements of Comcast India.
- (c) You have adhered to all your obligations during your Internship in accordance with the Internship Offer Letter dated **November 1, 2022** and Internship Agreement dated **December 5, 2022**.



COMCAST

- (d) You have completed and cleared all your university examinations and there are no pending papers, examinations, assignments, credits or any other requirements to be completed with respect to your university, as of the Start Date.
- (e) You have provided all accurate documents as may be required by Comcast India including but not limited to marksheets, transcripts, character certificates, degree certificates (or a provisional degree certifying your clearance of all semesters and examinations from your university).
- (f) You have executed an employment agreement with Comcast India on or before the Start Date. Your employment agreement shall contain customary provisions including but not limited to confidentiality, emoluments and privileges, intellectual property rights, representations and warranties, non-competition and non-solicitation provisions, termination provisions, etc. and you shall be governed by various company rules, standards and policies as communicated to you from time to time; and
- (g) You have agreed to and passed a background investigation conducted by Comcast India. By signing this letter, you hereby consent to all such background investigations and/or reference checks that may be carried out in relation to you by Comcast India. This includes undergoing drug and alcohol testing as per Comcast India's Drug and Alcohol Policy and Privacy Policy. By signing this letter, you hereby authorize Comcast India to send the necessary specimen collected from you to selected third parties for a screening test for the presence of alcohol, and/or drugs that are illegal under national, state or local laws and, to receive and use the results of the test.

If your background check has not been completed prior to your Start Date, we may allow you to commence your employment but, if so, Comcast India will reserve the right to terminate your employment based on the results of the Background check, whenever completed.

Please note that this position is time sensitive. This offer is made to you on the condition that you have completed all the conditions mentioned in paragraph 2 and will commence employment on the Start Date. If you fail to do so, Comcast India will have the right to unilaterally rescind this offer. You undertake to fulfill these conditions promptly and in good faith to be able to commence employment with Comcast India by the Start Date.



3. This letter is meant to be an offer of employment and does not in itself give rise to an employer-employee relationship between Comcast India and yourself. Any employer-employee relationship is only meant to arise upon execution of an employment agreement with Comcast India.
4. This letter shall be governed by and construed in accordance with the laws of India. The courts at Chennai shall have exclusive jurisdiction to decide any dispute arising out of this letter.

Please sign and return one copy of this letter within 2 days from the date of this letter.

We look forward to welcoming you to Comcast India and working with you.

Best Regards,

For and on behalf of Comcast India Engineering Center I LLP

Kannan Subramaniam
Senior Vice President & General Manager

Acknowledgement

I hereby confirm my acceptance to terms and conditions outlined in this letter.

Signed:

Name:

Date:



Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

COMCAST INDIA OFFER		
Name	Tharsana Senthilvel	
Comcast Title	DevOps Engineer 1	
Department	SKY	
Hiring Manager	Harish Jayesh	
Components	Monthly	Annual
Basic Pay (50% of Total Fixed pay)	23,441	2,81,293
Basket of Allowances		
House Rent Allowance (Capped at 50% of Basic)	11,721	1,40,647
Leave Travel Allowance *	1,953	23,441
Special Allowance	9,767	1,17,205
Total Fixed Pay	46,882	5,62,586
Target CIP Bonus Variable Pay %	-	5%
Target CIP Bonus Variable Pay	-	28,129
Total Cash	46,882	5,90,715
Provident Fund **	2,813	33,755
Telephone Reimbursement	1,000	12,000
Gratuity ***	-	13,530
Cost to Company	50,695	6,50,001

Note:

- *Leave Travel Allowance is capped at 1 month of Basic
- **PF is contributed at 12% of Basic Salary (Employer's Contribution).
- ***Gratuity will be paid as per the Payment of Gratuity Act, 1972.
- Additional Out Patient Medical Benefit of INR 10,000 per annum for employee and their dependents.
- ^Meal Card is administered by ICICI - Multi Wallet Card (Optional Benefit).



Dr. G.K. Rajesh
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Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Date: 3rd November, 2022

Name: Thilak Aswin

College: Thiagarajar College of Engineering Madurai

Letter of Intent (LOI)

Dear Thilak Aswin,
Congratulations!

In continuation to our discussions, we are pleased to offer you the role of **Associate Engineer** in Brillio Technologies Private Limited (Brillio). Upon your acceptance of this Letter of Intent, and subject to you meeting all the applicable requirements under this letter, you will receive a formal offer letter, which will outline the specific employment terms and conditions.

In this regard, we are proposing compensation package which includes an annual CTC of INR 8,50,000 and ACE bonus of up to INR 4,00,000, the details of which are set forth in **Annexure 1** to this letter.

Please note this letter of intent is not an offer of employment or a legally binding contract of employment. The contents of this letter are strictly between you and Brillio. Please treat this letter and the contents hereof as personal and confidential.

The final Employment Offer Letter shall be subject to your:

- Passing the final semester examination of graduation in the first attempt
- Completing your course in the summer of 2023
- Securing an average of 60% or equivalent and above across all semesters during graduation
- Not having any academic year drops
- No re-attempts/ATKTs/backlogs/arrears allowed in the final semester of any course
- Submitting all necessary documents at the time of joining

If any information supplied by you in your application or during the selection process is found to be incorrect and/or false and/or you suppress material information regarding your qualification, experience or medical history, Brillio reserves the right to revoke this Letter of Intent without any notice.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Brillio. Brillio solely reserves the right to make any changes to the date of joining and the location of posting during your training and employment with Brillio.

If the above stated terms are acceptable to you, kindly acknowledge and share scanned soft copy of your Letter of Intent within 7 days from the date of issue on OnCampus@brillio.com confirming



Name: Thilak Aswin
Role: Associate Engineer

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

Signature

ANNEXURE 1

Name: Thilak Aswin		Date:	
Level:			
Components	Monthly	Annual	
Basic Salary	28333.3	340000	
House Rent Allowance	11333	135996	
Flexi/Special Allowance	28004	336048	
Monthly Gross	67670.3	812044	
Company's Cont to PF	1800	21600	
Company's Cont to Gratuity	1363	16356	
Fixed Pay	70833.3	850000	
Annual Variable Pay		0	
Total CTC		850000	

- ACE Bonus (INR): INR 4,00,000

- First Payout – INR 1,00,000 at the end of 2nd year service
- Second Payout – INR 1,00,000 at the end of 3rd year service
- Third Payout – Up to INR 2,00,000 at the end of 4th year service based on performance



Hewlett Packard Enterprise

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Hewlett Packard (India) Software Operation Pvt. Ltd,
Sy. No. 192, Whitefield Road,
Mahadevapura Post,
Bengaluru - 560 048
Karnataka
India
www.hpe.com


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

26/06/2023

Dear Thillai Nivetha A D/o Arun Selvan T,

We are pleased to extend to you an offer of employment with Hewlett Packard Enterprise ("HPE" or the "Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

This offer of appointment is subject to positive feedback on your reference checks and conditional upon successful background checks being conducted either by HPE or an appropriate third party and the academic results (you must have successfully completed your bachelor's degree in year 2023). The results of such background checks being favorable in HPE's reasonable opinion, and if this condition is not satisfied, then this offer of appointment will be void or will become void, on notice by HPE. If the terms & conditions are acceptable to you, kindly send us an acceptance mail at the earliest and confirm your date of joining.


Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

We hope you choose to join Hewlett Packard Enterprise and look forward to hearing from you soon. Let's build the future together.

Thanking you

Regd. Office: Hewlett Packard (India) Software Operation Pvt. Ltd., Sy No. 192, Whitefield Road, Mahadevapura Post, Bengaluru - 560048, India

FOR Company


Salesh A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: 

Date: 28/06/2023



Hewlett Packard Enterprise

26/06/2023

Thillai Nivetha A

NO:11 JEBA GARDEN

TIRUNELVELI India 627007

Dear Thillai Nivetha A,

Welcome to Hewlett Packard Enterprise! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you at Hewlett Packard India Software Operation Pvt. Ltd. of Hewlett Packard Enterprise ("HPE" or the "Company"). Your date of appointment is effective from your date of joining, which shall be on 07/08/2023.

Your appointment at Hewlett Packard India Software Operation Pvt. Ltd. is on the following terms and conditions:

1 Remuneration (Mainstream employees only)

Your annual total gross remuneration will be made up of the following components

1.1 Basic Salary

You will be eligible for a Basic Salary. The amount towards the basic salary is mentioned in Annexure (I) against "(A) Basic Salary".

Variable Pay Bonus (VPB)

In addition to your salary, you will be eligible to participate in one of the Company's variable pay plans (all of which are subject to modification from time to time), as determined by the Company's management. Variable pay bonuses are discretionary and based on business and individual results, therefore the fact that you may have received such a payment at any one time does not mean that you have any right to receive further payments in the future. Employees may participate in only one variable pay plan at a time.

1.2. Allowances and Benefits Plan (ABP):

You will be eligible to receive benefits under the Allowances and Benefits Plan of the Company and the maximum cost to Company in providing such benefits shall not exceed the amount as mentioned in Annexure (I) against "(B) Allowances and Benefits Plan". A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

FOR Company

Sailesh A J Menezes

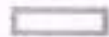
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: 

Date: 28/06/2023



Hewlett Packard Enterprise

1.3. Provident Fund:

You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund, as well as deduct an equivalent of 12% of your basic salary, and remit the same to the fund, as employee contribution. This is inclusive of statutory remittance by the Company towards employee pension scheme maintained with the Regional Provident Commission, wherever applicable.

1.4. Gratuity:

You will be eligible for Gratuity as defined under the payment of gratuity act and code on Social Security on implementation, which will be paid over and above the Base Salary.

1.5 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium will be borne by the Company. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance as defined under Code on Social Security or applicable law, you will be eligible for coverage as per the said Act. Your share of contribution along with the Company's share of contribution will be remitted, as per the said Act.


1.6. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick-cum-casual leave per annum. You may utilize your leave as per the Company policy.

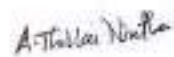
1.7 Relocation Expenses

In the event of you having to relocate to your place of posting, the Company may agree to reimburse your relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount, if paid, is fully recoverable in the event you leave the Company within 12 months from your date of joining the Company. Reimbursement of relocation expenses are at the sole discretion of the Company.

FOR Company


Sailash A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: _____
Date: 28/06/2023



Hewlett Packard Enterprise

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Engineering

Job Family: SW Engineering (Quality Assurance)

Job Code & Job Title (Internal): 00135K - SW Engr QA I

Job Level: Entry

Salary Grade: M16

2.2. Work Place

You are initially appointed to work in our office in Bangalore. You may be transferred or required to travel for business/training at the sole discretion of the Company. You will normally be required to work from 8 30 AM – 5 30 PM, Monday through Friday. However, your actual working hours may vary according to the business activities of the Company. You agree to accept such hours of work without additional compensation, in accordance with applicable laws.

Your role is categorized as an Edge Worker pursuant to HPE's Global Edge-to Office program. By accepting this offer, you acknowledge your opportunity to request a copy of HPE's Global Edge Work Policy from your recruiter and confirm you have exercised that opportunity to the extent appropriate before accepting the offer. This policy and related resources will also be available to you in your required onboarding activities. Your role's categorization as an Edge Worker (rather than Office Worker) is subject to change by HPE at its sole discretion without prior notice (subject to any notice required under applicable law).

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The Company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.


2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the Company from one location to another or one department/entity to another. Your services can also be transferred to any of the Company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

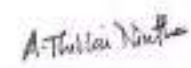
You will retire from the services of the Company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

FOR Company

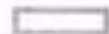

Sailash A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: 

Date: 28/06/2023



Hewlett Packard Enterprise

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the Company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the Company, the Company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period'). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the Company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% ABP only.

The Company reserves the right not to require you to attend work or carry out your employment duties for all or part of the notice period.

In case of your material breach of the Offer letter and these Terms (together, Agreement), or any of the Company's policies, or in case of misconduct, the Company has the right to terminate your services without notice. Upon termination of your employment for whatever reason, you will immediately return to the Company all Company assets including books, documents, papers, materials, credit cards and other properties belonging to the Company which may be in your possession or under your power or control.

You will not at any time after termination of this Agreement, for whatever reason, represent yourself as being in any way connected with the affairs of the Company


2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct


In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the Company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

FOR Company

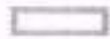

Suresh A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: 

Date: 28/06/2023



Hewlett Packard Enterprise

2.9 General Conditions

1) Your working hours, additional working hours (if any), weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers. You hereby provide your consent for the same.

2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of its rules and regulations at any time to meet exigencies of business.

3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

4) You will be covered by Hewlett Packard Enterprise Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

5) The terms of the employment shall be governed by the laws of India and Courts in Bengaluru shall have exclusive jurisdiction.

6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.


7) You will be eligible for promotion /salary increases based on company & your performance goals as defined by the Company from time to time.

8) You will be eligible for Annual Health Check-up once in a year which will be communicated as per company policy.

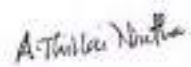
9) A brief description of the roles and responsibilities has been shared with you separately as part of the hiring process. This applies to the current role only and is subject to change as per company policy.

10) Minimum wages provisions would apply as applicable.

FOR Company


Sailesh A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: _____
Date: 28/06/2023



Hewlett Packard Enterprise

Enclosed:

- a) Annexure (I) - Annualized Compensation & Benefit Statement
- b) Annexure (II) - Allowances and Benefit Plan
- c) ARCIPD

Annualized Compensation & Benefits Statement – Annexure I

All figures are INR per annum

(A) Basic Salary Rs 480,000.00

(B) Allowances and Benefits Plan Rs 639,312.00

IND - Provident Fund Rs 57,600.00

IND - Gratuity @ 4.81% of Basic Rs 23,088.00

IND - Differential Gratuity Plan Rs 0.00

Company contribution to Gratuity @ 4.81% of basic salary under Payment of Gratuity Act or wages as defined under Code of Social Security on implementation.

Total Cost to Company 1,200,000.00

26/06/2023

Thillai Nivetha A

CONFIDENTIAL

Dear Thillai Nivetha A,

Further to our letter of appointment dated 26/06/2023, we are pleased to offer you a signing bonus of INR ₹550,000.00 (Rupees Five Lakh Fifty Thouonly).

The payment of the signing bonus shall be made as per the following instalments:

1. INR 250,000 shall be paid upon completion of 1 month.
2. INR 150,000 shall be paid upon completion of 12 months.
3. INR 150,000 shall be paid upon completion of 24 months.

Terms and conditions applicable in respect of Signing Bonus are as follows:

FOR Company

Sailesh A J Menezes

Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: A. Thillai Nivetha

Date: 28/06/2023


Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015



Hewlett Packard Enterprise

The signing bonus is payable to you on afore mentioned instalments after you start your employment with Hewlett Packard India Software Operation Pvt. Ltd..

The signing bonus is taxable, and all regular payroll taxes will be withheld.

In the event there is a separation or termination of your employment with the Company prior to the completion of **one year** from the date of your joining the Company for any reason whatsoever, you agree that you shall return the entire Bonus (actual bonus paid + applicable taxes) paid to you by the Company as on the date of your separation (last working day) from the Company.

The Company shall also be entitled to take this Bonus into account for reconciling any amounts due to you from the Company upon separation/ termination as aforesaid. Any such deduction from amounts owed to you by the Company upon separation/termination as aforesaid shall not affect the Company's rights in law or equity in respect of the amounts of uncovered Bonus, if any. You shall not be bound to return the Bonus to the Company after the expiry of one year from the date of your joining the Company.

We hope that your association with the Company will be satisfying and mutually beneficial. Please sign and return the original of this letter as a token of your acceptance and understanding of the above terms.

It is hereby accepted and understood that this letter records the complete terms regarding the subject matter hereof.

Annexure II

Allowances and Benefits Plan (ABP)

1. a. House Rent Allowance:

20% of Annual Basic

Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord (OR)

1. b. Actual Rent paid towards Company Leased premises

Supporting Documents: Lease Agreement

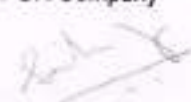
2. Leave Travel Concession (LTC will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2022 to 2025)

INR 24000 (per annum)

Supporting Documents- Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Broadband and Telephone Reimbursement - INR 24,000 per annum

FOR Company


Sailesh A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: 

Date: 28/06/2023



Hewlett Packard Enterprise

Supporting Documents: As per program guidelines

4. Advance Bonus Exgratia - For those earning basic salary up to Rs.21, 000/-pm Advance Bonus is paid towards payment of bonus under the Payment of Bonus Act, 1965 and Code on Wages as and when it is implemented. Those having basic salary above Rs.21, 000/-pm this amount will be treated as exgratia

Flexible Allowances and Benefits Plan:

5. Children education allowance for maximum of 2 dependent children (Per child per month Rs.100) :
Maximum Limit (per annum) - Rs.2,400

Supporting Documents: Declaration*

6. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):
(Per child per month Rs.300)

Maximum Limit (per annum) - Rs.7,200 Supporting Documents- Declaration*

7. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/
restaurants during the course of the workday): Maximum Limit (per annum): Rs. 26,400 Supporting
Documents: As per program guidelines

8. Personal Pay through Payroll - Balance of the above items paid with the Salary after appropriate tax
deductions at the end of the year

9. Additional House Rent Allowance - Additional HRA can be allocated up to 30% of Annual Basic

10. Please refer to the detailed policy documents available in the India benefits portal.


* Employees are liable to provide proof in the event of an evaluation by Income tax authorities

Guidelines governing Allowances and Benefits Plan (ABP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme as defined under the Allowances and benefits plan and subject to available balance amounts under personal pay. The selection of benefits must be done in the Ceridian tool (Payroll vendor system).


2. The year for the purpose of this plan will be 1st April to 31st March.

FOR Company


Sailesh A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: 

Date: 26/06/2023



Hewlett Packard Enterprise

3. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:

- a) 25% of the annual kitty in Q1
- b) 25% of the annual kitty in Q2 & balance of Q1, if any
- c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
- d) 25% of the annual kitty in Q4 & balance of Q1, Q2, Q3, if any

For the purposes of the plan, the quarters will be as follows:

- a) Q1 - April, May, June
- b) Q2 - July, August, September
- c) Q3 - October, November, December
- d) Q4 - January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the March salary and tax recovered appropriately.

4. In the event of separation of an employee from the services of the Company, only pro-rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.

5. The Company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

6. Components / benefits offered as part of ABP are subject to change based on amendments to applicable tax laws / rules and Company policies.


Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date. These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

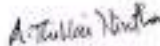
1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

FOR Company


Sailesh A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: 

Date: 28/06/2023



Hewlett Packard Enterprise

1. Relieving letter from previous employer:

Original required for verification - Yes

No of copies - Two

2. Letters supporting Employment viz., Offer letter, Service Certificate:

Original required for verification - Yes

No of copies - Two

3. Salary details of previous Employment:

Original required for verification - Yes

No of copies - Two

4. Education Certificates or Mark sheets with Provisional Certificates – 10th to Highest Degree:

Original required for verification - Yes

No of copies - Two

5. Copy of PAN card/Application ID for PAN card applied:

Original required for verification - No

No of copies - One

6. Age Proof – Copy of Aadhaar Card or Passport or Pan card or Driving license:

Original required for verification - No

No of copies - One

7. Photo identity proof – Copy of PAN Card or Passport or Driving license:

Original required for verification - No

No of copies - One

8. Address Proof to open bank account for salary credit – Copy of Rental Agreement or Driving license or Voter's ID

If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name:

Original required for verification - Yes

No of copies - One

FOR Company

Satesh A J Menezes

Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: A. Thillai Nivetha

Date: 28/05/2023



Hewlett Packard Enterprise

9. Four passport size color photographs.

Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy.

No other types of photographs would be accepted.

Original required for verification - Yes

No of copies - Four

10. NSR Registration Number:

Original required for verification - N/A

No of copies - N/A

11. Note down your parents' dates of birth for nomination in PF, Gratuity:

Original required for verification - N/A

No of copies - N/A

HPE Employee Letter of Assurance Agreement

U.S. Export Controls on Technology Transfer:


I acknowledge that during my work for Hewlett Packard Enterprise (HPE) I may, directly or indirectly, receive or access software and/or technical data which HPE has classified according to the US Commerce Control List (CCL) as eligible for export under license exemption "Technology and Software Under Restriction" (TSR) to all destinations except those listed below.

I agree not to export or re-export this software and/or technical data or any direct product based on this software or technical data without proper US government authorization to destinations not eligible for exports under license exemption TSR.

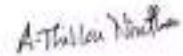
According to current US export regulations the following countries are not eligible for exports under license exemption TSR. This list is subject to change without notice.

Armenia
Azerbaijan
Belarus
Burma (Myanmar)
Cambodia
Cuba
Georgia
Hong Kong
Iran

FOR Company


Sallish A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: _____
Date: 28/06/2023



Hewlett Packard Enterprise


Iraq
Kazakhstan
Kyrgyzstan
Laos
Libya
Macao (Macau)
Moldova
Mongolia
North Korea (DPRK)
People's Republic of China (PRC)
Russia
Sudan (Khartoum)
Syria
Tajikistan
Turkmenistan
Ukraine
Ukraine (Crimea Region)
Uzbekistan
Venezuela
Vietnam
Yemen

Agreement Regarding Confidential Information and Proprietary Developments India

Thillai Nivetha A

1. **Consideration and Relationship to Employment.** As a condition of my employment with Hewlett Packard Enterprise or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing

FOR Company


Suresh A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: 

Date: 28/06/2023



Hewlett Packard Enterprise

employment for a specified duration.

2. **Confidential Information.** This Agreement concerns trade secrets, confidential business and technical information, and know-how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

- (a) to use such information only in the performance of Company duties;
- (b) to hold such information in confidence and trust; and
- (c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company.

I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. **Proprietary Developments.** This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information.

Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

- (a) to disclose them promptly to Company;
- (b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
- (c) to assign any right of recovery for past damages to Company; and
- (d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense.

I understand that Company may delegate these rights. I agree that, if requested, my disclosure,

FOR Company

Sailesh A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature:

Date: 28/06/2023



Hewlett Packard Enterprise

assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed by the employee for the employer.

4. **Respect for Rights of Former Employers.** I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. **Work Product.** The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. **Company Property.** I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. **Protective Covenants.** I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company.

I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) **No Solicitation of Customers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any customer of Company in pursuit of a Competing Line of Business if I either had business-related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

FOR Company

Sailesh A J Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A
Signature: *A. Thillai Nivetha*
Date: 28/05/2023

**Hewlett Packard
Enterprise**

(b) **No Solicitation of Company Employees.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) **No Solicitation of Company Suppliers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company.

As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business).

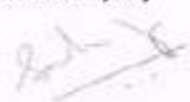
"Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. **Enforcement.** I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post-employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements.

For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. **Relief; Extension.** I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a


FOR Company


Sailesh A J Meneses
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: _____
Date: 28/06/2023


**Hewlett Packard
Enterprise**


maximum extension equal to the time period originally prescribed for the restrictions.

10. **Severability; Authority for Revision; Assignment; Governing Law.** The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

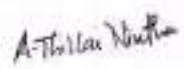
11. **Acceptance by Company.** A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. **Acceptance by Employee.** By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior to my acceptance of such terms.

FOR Company


Suresh A. J. Menezes
Vice President - Human Resources

FOR Employee

Name: THILLAI NIVETHA A

Signature: _____
Date: 28/06/2023



Zoho Corporation Private Limited

Plot 140, 151, Estancia IT Park, Vallancheri,
Chengalpattu District, Tamilnadu, 603 202.

Ph: +91 - 44 - 6744 7070

www.zohocorp.com

SEZ Unit

Date: 08-Oct-2022

To

Ms. UMA SHARASWATHI S,
AMMAN KOVIL STREET, SAMAYANALLUR,
MADURAI-625402, TAMIL NADU.

109

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear UMA SHARASWATHI S,

OFFER OF EMPLOYMENT

We are pleased to offer you employment for the position **MEMBER TECHNICAL STAFF** with **ZOHO CORPORATION PRIVATE LIMITED**.

INTERNSHIP AND STIPEND

You are expected to do the final semester project of your curriculum in our organization. We expect you to work on the project on a full time basis for a period of 5-6 months. During this period you will be paid a monthly stipend of **Rs.20000/- (RUPEES TWENTY THOUSAND ONLY)**. The following offer is valid, subject to successful completion of your project.

(Note: The above may not apply to you if your college does not permit internships)

REMUNERATION

Your annual Cost to Company will be **Rs.600000/- (RUPEES SIX LAKH ONLY)**. The break-up of your gross salary and information specific to bonus and gratuity are set out in Annexure A. Salary will be paid by the last day of each month. All additional benefits that Zoho currently provides employees are set out in Annexure B.

DATE OF JOINING

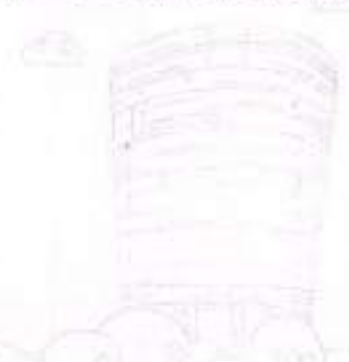
Your date of appointment is effective from your date of joining after successful completion of your curriculum.

PROBATION

You will be on probation, at a minimum, until completion of the performance review cycle that immediately follows completion of six months from your date of joining, provided that your performance is determined to be satisfactory. If your performance is not satisfactory, your probation may be extended until your performance is determined to be satisfactory. Upon completion of the probation period you will be confirmed on the rolls of the company.

SALARY REVISION

Revision to your compensation will be after one year from the date of joining, subject to satisfactory completion of the probation by you. Zoho operates a Pay-for-performance Policy and any salary revision will take your performance into account.



Corporate Identification No: U40100TN2010PTC075961

e-mail ID: hr-team@zohocorp.com



ADHERENCE TO POLICIES

During your employment with the Company you shall adhere to all policies of the Company including IT Services Acceptable Use Policy, Acceptable Encryption Policy, Email Policy, Extranet Policy, Information Sensitivity Policy, Password Policy, Remote Access Policy, Virtual Private Network Policy and such policies as may be decided by the Company from time to time. The Company may amend these policies from time to time and you agree to be bound by such subsequent versions of the policies. The Company will communicate important information about its policies by way of electronic mail notification and/or the Company's intranet. The policies are incorporated into the terms and conditions of employment by this reference.

CONFIDENTIALITY

Information you have access to during the course of your employment are confidential and proprietary information of the Company, its Affiliated Companies and customers. "Affiliated Companies" means Zoho Corporation Private Limited and any entity in which the management of Zoho or the company has substantial interest. You agree not to disclose such information other than on a need-to-know basis. In this regard, you agree to observe in good faith your obligations under the Agreement Regarding Confidential Information and Proprietary Developments, a copy of which is included with this Letter of Offer of Employment for your reference and which will be executed separately by you upon joining the Company. The matters related to your compensation are strictly confidential between you and the Company and should be treated as such.

TRANSFERABILITY

You may be asked to work in any department or section of the Company in any capacity by either the management or the head of the department or section, and you agree to work accordingly. You may also be required to work on transfer or deputation in any other concern in which the management has any interest or any of the other branches or regional offices, anywhere in India or abroad, now existing or to be set up in future and you shall be bound to work in such concerns or at such locations.

ASSIGNMENT OF RIGHTS IN WORK

You agree that all works performed and things developed, including inventions, designs, improvements, writings, and discoveries made, during your employment and pertaining to the business conducted by the Company shall remain the exclusive property of the Company. You shall assist the Company in obtaining patents and copyrights on all such inventions, designs, improvements, writings and discoveries deemed suitable for patent and copyright by the Company, and shall execute all documents and perform all necessary actions to obtain the patents and copyrights, for the purpose of vesting the Company with full and exclusive title thereto, and protecting the Company against infringement of the patents and copyright by others.

CONCURRENT EDUCATION

You shall not, during the term of your employment with the Company, pursue any full time or part time courses in any institution/universities in India or any other foreign country, without the express approval by the company.

CONCURRENT EMPLOYMENT OR BUSINESS

You shall not engage yourself directly or indirectly in any other trade, business or occupation without obtaining the management's prior permission in writing. You shall not carry on any activity and/or commit any act prejudicial to the interests of the Company.





NON-COMPETE

You shall not, during the term of your employment with the Company and for a period of 1 (one) year after termination of employment, either directly or indirectly own, invest in, direct, aid or work, in any capacity, including as full/part time employee, consultant or advisor for any Competitor or SI Partner of the Company.

A "Competitor" is a concern engaged in developing Computer Programs similar to the Software products or services developed and marketed by the Company or any of its Affiliated Companies. An "SI Partner" is a concern which the Company or its Affiliated Companies has appointed as a partner for providing services to Customers based on products or technology owned by the Company or Affiliated Companies.

TERMINATION

Termination at will: This employment agreement is terminable at will by either party.

Termination for misconduct: You agree that the Company may terminate this Contract without notice and without payment in lieu of notice in any of the following events:

1. If any declaration/document given or furnished by you to the Company proves to be false; or if you are found to have wilfully suppressed any material information;
2. If you are found guilty of misconduct, disobedience or of conduct that tends to bring disrespect to the company;
3. If you are found to be in breach of any of your obligations under the terms and conditions of employment;
4. If you are found to have disclosed any confidential Information of the Company, its Affiliated Companies or customers of the Company and Affiliated Companies;
5. If you have violated the Company's policies;
6. If the result of any reference or background check is unsatisfactory;
7. If you are found to be under the influence/possession of alcohol/drugs inside the office premises;
8. Your access cards are not transferable. If it is found to be mishandled for any proxy attendance;

Termination for any of the reasons stated above may be notified to the person(s) whose reference was submitted by you and the Company will not be liable to give you any prior notice nor pay any compensation in lieu of a notice period.

NON-SOLICITATION

You agree that for a period of six months after termination or expiration of your employment with the Company, regardless of the reason for termination or expiration, you shall not directly or indirectly, solicit for employment, or advise or recommend to any other person that they employ or solicit for employment, any person employed at that time by the Company, or by any Affiliated Company.

AMENDMENT OF TERMS AND CONDITIONS OF EMPLOYMENT

The Company may amend the terms and conditions set forth herein from time to time and you agree to be bound by such amended terms and conditions of employment .

GOVERNING LAW AND JURISDICTION

The terms and conditions of this Letter of Offer of Employment are governed by the laws of India. All disputes arising out of your employment with the Company or involving the terms and conditions of this Agreement will be subject to the exclusive jurisdiction of the courts in Chennai, India.





VALIDITY

This offer of employment is enclosed with some of our important policies. You are requested to download, read, understand and sign the documents on or before **07-Nov-2022**. Your signature indicates your acceptance of the terms and conditions of this employment.

Upon submitting your acceptance, you will be asked to provide a tentative date of joining in the personal details form. However, closer to the actual date of joining you will receive a confirmation e-mail from us.

The matters related to your compensation are strictly confidential between you and the company and should be treated as such.

I am sure you will find this offer very exciting and I, on behalf of Zoho, assure you of a very rewarding career in our organization.

With best wishes,

Yours sincerely,
For ZOH0 CORPORATION PRIVATE LIMITED

M.I.Sohail
Manager - HR & Global Operations

I hereby confirm that I have read, understood and accepted the offer, agreement and the company policies.

Signature:

Date of Offer acceptance: 08 Oct 2022

Name : UMA SHARASWATHI S

Place : Madurai



ANNEXURE A

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

NAME : UMA SHARASWATHI S
DESIGNATION : MEMBER TECHNICAL STAFF

Details	Monthly	Annual
Basic	20000	240000
HRA	10000	120000
Other Allowance & Flexible component	17600	211200
Gross Salary	47600	571200
Employer Provident Fund (12% of Basic+TA)*	2400	28800
Cost To Company (CTC)	50000	600000
Prosperity Sharing Plan		100000
Compensation for the first year		700000

* You will be covered under the Company's Provident Fund Scheme from the date of joining the organization. Under this scheme, the company will contribute 12% of your basic salary per month as employer contribution and an equal amount will be deducted from your salary as your contribution towards the fund.

OTHER BENEFITS:**PROSPERITY SHARING PLAN**

PSP (Prosperity Sharing Plan) is a one time bonus scheme derived based on company's productivity. Every year during April or May, we will decide on extending this scheme to our confirmed employees after reviewing the company's growth and productivity. Upon confirmation, you may qualify for the above mentioned PSP amount subject to scheme existence for that year. Please note, the quantum mentioned above is only an indicative figure and is subject to change based on your performance as determined by your manager.

GRATUITY

Gratuity will be payable as per the Gratuity Act, upon separation from the company, subject to completion of minimum five years of employment with Zoho.





ANNEXURE B

The Company currently provides the following benefits to an employee:

GIFT CARD AMOUNT

You will be paid an amount of **Rs.6000/- (RUPEES SIX THOUSAND ONLY)** once in a year towards your broadband connection. For the new comers, it is applicable from their date of joining. For the first year the amount will be pro-rated based on the joining date.

TRANSPORTATION FACILITY

For safety and security reasons, the Company provides transportation facilities, including but not limited to shuttle services and cab services. However, Company does not recommend daily long commute to work. This offer is based on the assumption that you will move to a distance within 5-10 km of the office premises.

DEVICES AND GADGETS

Company provides essential devices and gadgets for all its employees strictly for official purpose. However, what is essential (in most cases) is not the latest model device or gadget. We do not view the device or gadget as a status symbol or a fashion accessory but as an essential tool to get work done. Expecting the latest model device or gadget as a status symbol is most likely going to leave you disappointed. So please be prepared.

FOOD AND SNACKS

Company provides food, snack and other refreshment for all its employees.

RECREATIONAL FACILITY

Company provides certain recreational facilities to its employees of which some are offered at a nominal charge.

TEAM TREAT AND TRIP

To improve the team collaboration, the company provides **Rs.1000/- (RUPEES ONE THOUSAND ONLY)** for team treat and **Rs.4000/- (RUPEES FOUR THOUSAND ONLY)** for team trip to all its eligible employees, every year.

GROUP MEDICLAIM INSURANCE

Company will bear the full premium of covering you under the Group Medclaim policy for a sum insured of **Rs.500000/- (RUPEES FIVE LAKH ONLY)**. This is a floater policy where five of your dependents will also be covered along with you.

GROUP PERSONAL ACCIDENT INSURANCE

You will be covered under the Personal Accident Insurance Scheme, for a sum insured of **Rs.2000000/- (RUPEES TWENTY LAKH ONLY)**.

GROUP TERM LIFE INSURANCE

As a welfare measure for its employees, the company has subscribed to the Group Term Life Insurance. The insurance coverage is worth of **Rs.3000000/- (RUPEES THIRTY LAKH ONLY)**.

Please note that the above mentioned insurance schemes are subject to change based on yearly renewal





Date: 3rd November, 2022

Name: Vaishnavi M

College: Thiagarajar College of Engineering Madurai

Letter of Intent (LOI)

Dear Vaishnavi M,
Congratulations!

In continuation to our discussions, we are pleased to offer you the role of **Associate Engineer** in Brillio Technologies Private Limited (Brillio). Upon your acceptance of this Letter of Intent, and subject to you meeting all the applicable requirements under this letter, you will receive a formal offer letter, which will outline the specific employment terms and conditions.

In this regard, we are proposing compensation package which includes an annual CTC of INR 8,50,000 and ACE bonus of up to INR 4,00,000, the details of which are set forth in **Annexure 1** to this letter.

Please note this letter of intent is not an offer of employment or a legally binding contract of employment. The contents of this letter are strictly between you and Brillio. Please treat this letter and the contents hereof as personal and confidential.

The final Employment Offer Letter shall be subject to your:

- Passing the final semester examination of graduation in the first attempt
- Completing your course in the summer of 2023
- Securing an average of 60% or equivalent and above across all semesters during graduation
- Not having any academic year drops
- No re-attempts/ATKTs/backlogs/arrears allowed in the final semester of any course
- Submitting all necessary documents at the time of joining

If any information supplied by you in your application or during the selection process is found to be incorrect and/or false and/or you suppress material information regarding your qualification, experience or medical history, Brillio reserves the right to revoke this Letter of Intent without any notice.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Brillio. Brillio solely reserves the right to make any changes to the date of joining and the location of posting during your training and employment with Brillio.

If the above stated terms are acceptable to you, kindly acknowledge and share scanned soft copy of your Letter of Intent within 7 days from the date of issue on OnCampus@brillio.com confirming

brillio.com

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Dr. G.K. Rajesh

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015



Name: Vaishnavi M
Role: Associate Engineer

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

Signature

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

ANNEXURE 1

Name: Vaishnavi M		Date:	
Level:			
Components	Monthly	Annual	
Basic Salary	28333.3	340000	
House Rent Allowance	11333	135996	
Flexi/Special Allowance	28004	336048	
Monthly Gross	67670.3	812044	
Company's Cont to PF	1800	21600	
Company's Cont to Gratuity	1363	16356	
Fixed Pay	70833.3	850000	
Annual Variable Pay		0	
Total CTC		850000	

- ACE Bonus (INR): INR 4,00,000
 - First Payout – INR 1,00,000 at the end of 2nd year service
 - Second Payout – INR 1,00,000 at the end of 3rd year service
 - Third Payout – Up to INR 2,00,000 at the end of 4th year service based on performance



Rajesh 111
Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Date: 3rd November, 2022
Name: Varun Kumar Viswanathan
College: Thiagarajar College of Engineering Madurai

Letter of Intent (LOI)

Dear Varun Kumar Viswanathan,
Congratulations!

In continuation to our discussions, we are pleased to offer you the role of **Associate Engineer** in Brillio Technologies Private Limited (Brillio). Upon your acceptance of this Letter of Intent, and subject to you meeting all the applicable requirements under this letter, you will receive a formal offer letter, which will outline the specific employment terms and conditions.

In this regard, we are proposing compensation package which includes an annual CTC of INR 8,50,000 and ACE bonus of up to INR 4,00,000, the details of which are set forth in **Annexure 1** to this letter.

Please note this letter of intent is not an offer of employment or a legally binding contract of employment. The contents of this letter are strictly between you and Brillio. Please treat this letter and the contents hereof as personal and confidential.

The final Employment Offer Letter shall be subject to your:

- Passing the final semester examination of graduation in the first attempt
- Completing your course in the summer of 2023
- Securing an average of 60% or equivalent and above across all semesters during graduation
- Not having any academic year drops
- No re-attempts/ATKTs/backlogs/arrears allowed in the final semester of any course
- Submitting all necessary documents at the time of joining

If any information supplied by you in your application or during the selection process is found to be incorrect and/or false and/or you suppress material information regarding your qualification, experience or medical history, Brillio reserves the right to revoke this Letter of Intent without any notice.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Brillio. Brillio solely reserves the right to make any changes to the date of joining and the location of posting during your training and employment with Brillio.

If the above stated terms are acceptable to you, kindly acknowledge and share scanned soft copy of your Letter of Intent within 7 days from the date of issue on OnCampus@brillio.com confirming



Name: Varun Kumar Viswanathan
Role: Associate Engineer

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

Signature

Dr. G.K. Rajesh
Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

ANNEXURE 1

Name: Varun Kumar Viswanathan		Date:
Level:		
Components	Monthly	Annual
Basic Salary	28333.3	340000
House Rent Allowance	11333	135996
Flexi/Special Allowance	28004	336048
Monthly Gross	67670.3	812044
Company's Cont to PF	1800	21600
Company's Cont to Gratuity	1363	16356
Fixed Pay	70833.3	850000
Annual Variable Pay		0
Total CTC		850000

- ACE Bonus (INR): INR 4,00,000
 - First Payout – INR 1,00,000 at the end of 2nd year service
 - Second Payout – INR 1,00,000 at the end of 3rd year service
 - Third Payout – Up to INR 2,00,000 at the end of 4th year service based on performance

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Vignesh R

R. Vignesh

11/05/2023

03/04/2023

Vignesh Ravichandran
India


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Dear Vignesh Ravichandran,

Welcome to Hewlett Packard Enterprise! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you at Hewlett Packard India Software Operation Pvt. Ltd. of Hewlett Packard Enterprise ("HPE" or the "Company"). Your date of appointment is effective from your date of joining, which shall be on 07/08/2023.

Your appointment at Hewlett Packard India Software Operation Pvt. Ltd. is on the following terms and conditions:

1 Remuneration (Mainstream employees only)

Your annual total gross remuneration will be made up of the following components

1.1 Basic Salary

You will be eligible for a Basic Salary. The amount towards the basic salary is mentioned in Annexure (I) against "(A) Basic Salary".

Variable Pay Bonus (VPB)

In addition to your salary, you will be eligible to participate in one of the Company's variable pay plans (all of which are subject to modification from time to time), as determined by the Company's management. Variable pay bonuses are discretionary and based on business and individual results, therefore the fact that you may have received such a payment at any one time does not mean that you have any right to receive further payments in the future. Employees may participate in only one variable pay plan at a time.

Vignesh R

11/05/2023

1.2. Allowances and Benefits Plan (ABP):

You will be eligible to receive benefits under the Allowances and Benefits Plan of the Company and the maximum cost to Company in providing such benefits shall not exceed the amount as mentioned in Annexure (I) against "(B) Allowances and Benefits Plan". A broad guideline applicable to you is attached in Annexure (II) to help you determine the plan.

1.3. Provident Fund:

You will participate in the Company's Provident Fund Scheme. The Company will contribute monthly an equivalent of 12% of your basic salary to the fund, as well as deduct an equivalent of 12% of your basic salary, and remit the same to the fund, as employee contribution. This is inclusive of statutory remittance by the Company towards employee pension scheme maintained with the Regional Provident Commission, wherever applicable.

1.4. Gratuity:

You will be eligible for Gratuity as defined under the payment of gratuity act and code on Social Security on implementation, which will be paid over and above the Base Salary.

1.5 Insurance

The Company will provide Group Life Insurance, Personal Accident Insurance and Hospitalization Insurance Coverage for yourself. The annual premium will be borne by the Company. Your spouse and maximum up to 2 children will be covered as per Hospitalization Insurance Policy of the Company.

Additionally, if you come within the purview of the Employee State Insurance as defined under Code on Social Security or applicable law, you will be eligible for coverage as per the said Act. Your share of contribution along with the Company's share of contribution will be remitted, as per the said Act.

1.6. Leave

You are entitled for 15 days of annual Leave per annum as per the Company's leave policy. In addition you will be entitled to a maximum of 12 working days of sick-cum-casual leave per annum. You may utilize your leave as per the Company policy.

1.7 Relocation Expenses

In the event of you having to relocate to your place of posting, the Company may agree to reimburse your relocation expenses as per the Company Policy (to be claimed within 3 months of joining). This amount, if paid, is fully recoverable in the event you leave the Company within 12 months from your date of joining the Company. Reimbursement of relocation expenses are at the sole discretion of the Company.

Vignesh R

11/05/2023

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Engineering

Job Family: Cloud Engineering

Job Code & Job Title (Internal): 00391K - Cloud Developer I

Job Level: Entry

Salary Grade: T07

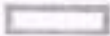
2.2. Work Place

You are initially appointed to work in our office in Chennai. You may be transferred or required to travel for business/training at the sole discretion of the Company. You will normally be required to work from 8:30 AM – 5:30 PM, Monday through Friday. However, your actual working hours may vary according to the business activities of the Company. You agree to accept such hours of work without additional compensation, in accordance with applicable laws.

Your role is categorized as an Edge Worker pursuant to HPE's Global Edge-to Office program. By accepting this offer, you acknowledge your opportunity to request a copy of HPE's Global Edge Work Policy from your recruiter and confirm you have exercised that opportunity to the extent appropriate before accepting the offer. This policy and related resources will also be available to you in your required onboarding activities. Your role's categorization as an Edge Worker (rather than Office Worker) is subject to change by HPE at its sole discretion without prior notice (subject to any notice required under applicable law).

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The Company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.



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2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the Company from one location to another or one department/entity to another. Your services can also be transferred to any of the Company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the Company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

Vignesh R

11/06/2023

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the Company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the Company, the Company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period'). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the Company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% ABP only.

The Company reserves the right not to require you to attend work or carry out your employment duties for all or part of the notice period.

In case of your material breach of the Offer letter and these Terms (together, Agreement), or any of the Company's policies, or in case of misconduct, the Company has the right to terminate your services without notice. Upon termination of your employment for whatever reason, you will immediately return to the Company all Company assets including books, documents, papers, materials, credit cards and other properties belonging to the Company which may be in your possession or under your power or control.

You will not at any time after termination of this Agreement, for whatever reason, represent yourself as being in any way connected with the affairs of the Company

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the Company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

Vignesh R

11/05/2023

2.9 General Conditions

- 1) Your working hours, additional working hours (if any), weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers. You hereby provide your consent for the same.
- 2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of its rules and regulations at any time to meet exigencies of business.
- 3) You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.
- 4) You will be covered by Hewlett Packard Enterprise Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
- 5) The terms of the employment shall be governed by the laws of India and Courts in Bengaluru shall have exclusive jurisdiction.
- 6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

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Enterprise**

- 7) You will be eligible for promotion /salary increases based on company & your performance goals as defined by the Company from time to time.
- 8) You will be eligible for Annual Health Check-up once in a year which will be communicated as per company policy.
- 9) A brief description of the roles and responsibilities has been shared with you separately as part of the hiring process. This applies to the current role only and is subject to change as per company policy.
- 10) Minimum wages provisions would apply as applicable.

Vignesh R

11/05/2023

Enclosed:

- a) Annexure (I) - Annualized Compensation & Benefit Statement
- b) Annexure (II) - Allowances and Benefit Plan
- c) ARCIPD

Annualized Compensation & Benefits Statement – Annexure I
All figures are INR per annum


(A) Basic Salary Rs 480,000.00
(B) Allowances and Benefits Plan Rs 639,312.00
IND - Provident Fund Rs 57,600.00
IND - Gratuity @ 4.81% of Basic Rs 23,088.00
IND - Differential Gratuity Plan Rs 0.00

Company contribution to Gratuity @ 4.81% of basic salary under Payment of Gratuity Act or wages as defined under Code of Social Security on implementation.

Total Cost to Company 1,200,000.00

03/04/2023


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015



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Vignesh Ravichandran

CONFIDENTIAL

Dear Vignesh Ravichandran,

Further to our letter of appointment dated 03/04/2023, we are pleased to offer you a signing bonus of INR ₹550,000.00 (Rupees Five Lakh Fifty Thousand only).

The payment of the signing bonus shall be made as per the following instalments:

1. INR 250,000 shall be paid upon completion of 1 month.
2. INR 150,000 shall be paid upon completion of 12 months.
3. INR 150,000 shall be paid upon completion of 24 months.

Kavin Yazhini M

Terms and conditions applicable in respect of Signing Bonus are as follows:

The signing bonus is payable to you on afore mentioned instalments after you start your employment with Hewlett Packard India Software Operation Pvt. Ltd..

The signing bonus is taxable, and all regular payroll taxes will be withheld.

In the event there is a separation or termination of your employment with the Company prior to the completion of one year from the date of your joining the Company for any reason whatsoever, you agree that you shall return the entire Bonus (actual bonus paid + applicable taxes) paid to you by the Company as on the date of your separation (last working day) from the Company.

The Company shall also be entitled to take this Bonus into account for reconciling any amounts due to you from the Company upon separation/ termination as aforesaid. Any such deduction from amounts owed to you by the Company upon separation/termination as aforesaid shall not affect the Company's rights in law or equity in respect of the amounts of uncovered Bonus, if any. You shall not be bound to return the Bonus to the Company after the expiry of one year from the date of your joining the Company.

We hope that your association with the Company will be satisfying and mutually beneficial. Please sign and return the original of this letter as a token of your acceptance and understanding of the above terms.


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It is hereby accepted and understood that this letter records the complete terms regarding the subject matter hereof.

Annexure II Allowances and Benefits Plan (ABP)

1. a. House Rent Allowance:

20% of Annual Basic

Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord (OR)

1. b. Actual Rent paid towards Company Leased premises

Supporting Documents: Lease Agreement

2. Leave Travel Concession (LTC will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2022 to 2025)

INR 24000 (per annum)

Supporting Documents- Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

Kavin Yazhini M

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3. Broadband and Telephone Reimbursement - INR 24,000 per annum

Supporting Documents: As per program guidelines

4. Advance Bonus Exgratia - For those earning basic salary up to Rs.21,000/-pm Advance Bonus is paid towards payment of bonus under the Payment of Bonus Act, 1965 and Code on Wages as and when it is implemented. Those having basic salary above Rs.21,000/-pm this amount will be treated as exgratia

Flexible Allowances and Benefits Plan:

5. Children education allowance for maximum of 2 dependent children (Per child per month Rs.100) :
Maximum Limit (per annum) - Rs.2,400

Supporting Documents: Declaration*

6. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):
(Per child per month Rs.300)

Maximum Limit (per annum) - Rs.7,200 Supporting Documents- Declaration*

7. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday): Maximum Limit (per annum): Rs. 26,400 Supporting Documents: As per program guidelines

8. Personal Pay through Payroll - Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year

9. Additional House Rent Allowance - Additional HRA can be allocated up to 30% of Annual Basic

10. Please refer to the detailed policy documents available in the India benefits portal.

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities

Guidelines governing Allowances and Benefits Plan (ABP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme as defined under the Allowances and benefits plan and subject to

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Vignesh R
Name: _____

Signature: _____

Date: _____ 11/05/2023

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available balance amounts under personal pay. The selection of benefits must be done in the Ceridian tool (Payroll vendor system).

2. The year for the purpose of this plan will be 1st April to 31st March.
3. While selection of the menu of benefits and spending the same, the employee must ensure that he/she should not draw more than:
 - a) 25% of the annual kitty in Q1
 - b) 25% of the annual kitty in Q2 & balance of Q1, if any
 - c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
 - d) 25% of the annual kitty in Q4 & balance of Q1, Q2, Q3, if any

For the purposes of the plan, the quarters will be as follows:

- a) Q1 - April, May, June
- b) Q2 - July, August, September
- c) Q3 - October, November, December
- d) Q4 - January, February, March


Any unutilized amount in the kitty as on 31st March will be paid along with the March salary and tax recovered appropriately.

4. In the event of separation of an employee from the services of the Company, only pro-rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.
5. The Company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.
6. Components / benefits offered as part of ABP are subject to change based on amendments to applicable tax laws / rules and Company policies.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date. These documents will be verified with originals and hence, please make sure to bring the originals with you.

FOR Company


Suresh A J Menezes
Senior Director – Human Resources

FOR Employee

Vignesh R
Name: _____

Signature: _____

Date: _____ 11/05/2023


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Enterprise**

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1. Relieving letter from previous employer:
Original required for verification - Yes
No of copies - Two
2. Letters supporting Employment viz., Offer letter, Service Certificate:
Original required for verification - Yes
No of copies - Two
3. Salary details of previous Employment:
Original required for verification - Yes
No of copies - Two
4. Education Certificates or Mark sheets with Provisional Certificates – 10th to Highest Degree:
Original required for verification - Yes
No of copies - Two
5. Copy of PAN card/Application ID for PAN card applied:
Original required for verification - No
No of copies - One
6. Age Proof – Copy of Aadhaar Card or Passport or Pan card or Driving license:
Original required for verification - No
No of copies - One
7. Photo identity proof – Copy of PAN Card or Passport or Driving license:
Original required for verification - No
No of copies - One

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Vignesh R

Signature: _____

Date: _____ 11/05/2023




Hewlett Packard Enterprise

8. Address Proof to open bank account for salary credit – Copy of Rental Agreement or Driving license or Voter's ID

If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name:

FOR Company

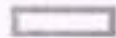

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Vignesh R
Name: _____

Signature: _____

Date: _____ 11/05/2023



Hewlett Packard Enterprise

Original required for verification - Yes
No of copies - One

9. Four passport size color photographs.

Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy.

No other types of photographs would be accepted:

Original required for verification - Yes

No of copies - Four

10. NSR Registration Number:

Original required for verification - N/A

No of copies - N/A

11. Note down your parents' dates of birth for nomination in PF, Gratuity:

Original required for verification - N/A

No of copies - N/A

HPE Employee Letter of Assurance Agreement U.S.

Export Controls on Technology Transfer:

I acknowledge that during my work for Hewlett Packard Enterprise (HPE) I may, directly or indirectly, receive or access software and/or technical data which HPE has classified according to the US Commerce Control List (CCL) as eligible for export under license exemption "Technology and Software Under Restriction" (TSR) to all destinations except those listed below.

I agree not to export or re-export this software and/or technical data or any direct product based on this software or technical data without proper US government authorization to destinations not eligible for exports under license exemption TSR.

According to current US export regulations the following countries are not eligible for exports under license exemption TSR. This list is subject to change without notice.

- Armenia
- Azerbaijan
- Belarus
- Burma (Myanmar)
- Cambodia
- Cuba

FOR Company

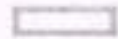
Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____



Hewlett Packard Enterprise


Vignesh R

11/05/2023

- Georgia
- Hong Kong
- Iran
- Iraq
- Kazakhstan
- Kyrgyzstan
- Laos
- Libya
- Macao (Macao)
- Moldova
- Mongolia
- North Korea (DPRK)
- People's Republic of China (PRC)
- Russia
- Sudan (Khartoum)
- Syria
- Tajikistan
- Turkmenistan
- Ukraine
- Ukraine (Crimea Region)
- Uzbekistan
- Venezuela
- Vietnam
- Yemen


Agreement Regarding Confidential Information and Proprietary Developments India

Vignesh Ravichandran
FOR Company


Suresh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature:  _____

Date: _____

**Hewlett Packard
Enterprise**

3. **Proprietary Developments.** This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information.

Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

- (a) to disclose them promptly to Company;
- (b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
- (c) to assign any right of recovery for past damages to Company; and
- (d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense.

Vignesh R

11/05/2023

I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed by the employee for the employer.

4. **Respect for Rights of Former Employers.** I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with
FOR Company

FOR Employee

Name: _____

Sailesh A J Menezes
Senior Director – Human Resources

Signature: _____
R. Vignesh

Date: _____

**Hewlett Packard
Enterprise**

my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. **Work Product.** The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. **Company Property.** I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. **Protective Covenants.** I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company.

I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) **No Solicitation of Customers.** I will not (in person or through assistance to others) knowingly

Vignesh R

11/05/2023

participate in soliciting or communicating with any customer of Company in pursuit of a Competing Line of Business if I either had business-related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) **No Solicitation of Company Employees.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with FOR Company

FOR Employee

Name: _____

Signature: _____

Date: _____

Sailesh A J Meneses
Senior Director - Human Resources

R. Vignesh

**Hewlett Packard
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Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) **No Solicitation of Company Suppliers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company.

As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business).

"Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. **Enforcement.** I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post-employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements.

For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. **Relief: Extension.** I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which

FOR Company

Salesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____

Vignesh R

11/05/2023

Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. **Severability; Authority for Revision; Assignment; Governing Law.** The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. **Acceptance by Company.** A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. **Acceptance by Employee.** By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior to my acceptance of such terms.

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____




Hewlett Packard
Enterprise

Vignesh R

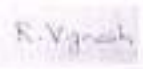
11/05/2023

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature:  _____

Date: _____

**Hewlett Packard
Enterprise**

03/04/2023

Vijay Anand
India

Dear Vijay Anand,

Welcome to Hewlett Packard Enterprise! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you at Hewlett Packard India Software Operation Pvt. Ltd. of Hewlett Packard Enterprise ("HPE" or the "Company"). Your date of appointment is effective from your date of joining, which shall be on 07/08/2023.

Your appointment at Hewlett Packard India Software Operation Pvt. Ltd. is on the following terms and conditions:

1 Remuneration (Mainstream employees only)

Your annual total gross remuneration will be made up of the following components

1.1 Basic Salary

You will be eligible for a Basic Salary. The amount towards the basic salary is mentioned in Annexure (I) against "(A) Basic Salary".

Variable Pay Bonus (VPB)

In addition to your salary, you will be eligible to participate in one of the Company's variable pay plans (all of which are subject to modification from time to time), as determined by the Company's management. Variable pay bonuses are discretionary and based on business and individual results, therefore the fact that you may have received such a payment at any one time does not mean that you have any right to receive further payments in the future. Employees may participate in only one variable pay plan at a time.

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Vijay Anand

Signature: _____

Date: 11/05/2023

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Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Hewlett Packard Enterprise

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Engineering

Job Family: Cloud Engineering

Job Code & Job Title (Internal): 00391K - Cloud Developer I

Job Level: Entry

Salary Grade: T07

2.2. Work Place

You are initially appointed to work in our office in Chennai. You may be transferred or required to travel for business/training at the sole discretion of the Company. You will normally be required to work from 8 30 AM – 5 30 PM, Monday through Friday. However, your actual working hours may vary according to the business activities of the Company. You agree to accept such hours of work without additional compensation, in accordance with applicable laws.

Your role is categorized as an Edge Worker pursuant to HPE's Global Edge-to Office program. By accepting this offer, you acknowledge your opportunity to request a copy of HPE's Global Edge Work Policy from your recruiter and confirm you have exercised that opportunity to the extent appropriate before accepting the offer. This policy and related resources will also be available to you in your required onboarding activities. Your role's categorization as an Edge Worker (rather than Office Worker) is subject to change by HPE at its sole discretion without prior notice (subject to any notice required under applicable law).

2.3 Probation

You will be on probation for a period of six months from the date of joining. At the end of the probation period, subject to your satisfactory performance, your services will be deemed confirmed unless notified otherwise. The Company reserves the right to extend the probation for a further period of three months. During probation, your employment may be terminated by either party with one month notice in writing or payment of one month salary in lieu of notice period.


2.4 Transfer

Though you have been engaged for a specific position, your services can be transferred by the Company from one location to another or one department/entity to another. Your services can also be transferred to any of the Company's subsidiary companies, associate companies, partners, affiliates etc. anywhere in India or abroad depending on the exigencies of business.

2.5 Retirement

You will retire from the services of the Company on the last date of the month in which you reach the age of sixty. The date of birth as recorded at the time of employment will be reckoned for this purpose.

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Vijay Anand

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

2.6 Notice for Separation/ Termination

i. This offer of appointment is subject to reference and background checks to be conducted by the Company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the Company, the Company shall be entitled to terminate your services with immediate effect, without notice.

ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period'). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.

iii. Your position with the Company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% ABP only.

The Company reserves the right not to require you to attend work or carry out your employment duties for all or part of the notice period.

In case of your material breach of the Offer letter and these Terms (together, Agreement), or any of the Company's policies, or in case of misconduct, the Company has the right to terminate your services without notice. Upon termination of your employment for whatever reason, you will immediately return to the Company all Company assets including books, documents, papers, materials, credit cards and other properties belonging to the Company which may be in your possession or under your power or control.

You will not at any time after termination of this Agreement, for whatever reason, represent yourself as being in any way connected with the affairs of the Company


2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the Company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Vijay Anand

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

2.9 General Conditions

- 1) Your working hours, additional working hours (if any), weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers. You hereby provide your consent for the same.
- 2) You will be governed by all the company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.
- 3) You are required to sign a 'Confidentiality Agreement' with the Company on the day of joining.
- 4) You will be covered by Hewlett Packard Enterprise Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.
- 5) The terms of the employment shall be governed by the laws of India and Courts in Bengaluru shall have exclusive jurisdiction.
- 6) If you are absent from the designated office beyond a period of 13 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.
- 7) You will be eligible for promotion /salary increases based on company & your performance goals as defined by the Company from time to time.
- 8) You will be eligible for Annual Health Check-up once in a year which will be communicated as per company policy.
- 9) A brief description of the roles and responsibilities has been shared with you separately as part of the hiring process. This applies to the current role only and is subject to change as per company policy.
- 10) Minimum wages provisions would apply as applicable.

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Vijay Anand

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

Enclosed:

- a) Annexure (I) - Annualized Compensation & Benefit Statement
- b) Annexure (II) - Allowances and Benefit Plan
- c) ARCIPD

Annualized Compensation & Benefits Statement – Annexure I

All figures are INR per annum

(A) Basic Salary Rs 480,000.00

(B) Allowances and Benefits Plan Rs 639,312.00

IND - Provident Fund Rs 57,600.00

IND - Gratuity @ 4.81% of Basic Rs 23,088.00

IND - Differential Gratuity Plan Rs 0.00

Company contribution to Gratuity @ 4.81% of basic salary under Payment of Gratuity Act or wages as defined under Code of Social Security on implementation.

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Total Cost to Company 1,200,000.00

03/04/2023

Vijay Anand

CONFIDENTIAL

Dear Vijay Anand,

Further to our letter of appointment dated 03/04/2023, we are pleased to offer you a signing bonus of INR ₹550,000.00 (Rupees Five Lakh Fifty Thousand only).

The payment of the signing bonus shall be made as per the following instalments:

1. INR 250,000 shall be paid upon completion of 1 month.
2. INR 150,000 shall be paid upon completion of 12 months.
3. INR 150,000 shall be paid upon completion of 24 months.

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Vijay Anand

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

Terms and conditions applicable in respect of Signing Bonus are as follows:

The signing bonus is payable to you on afore mentioned instalments after you start your employment with Hewlett Packard India Software Operation Pvt. Ltd..

The signing bonus is taxable, and all regular payroll taxes will be withheld.

In the event there is a separation or termination of your employment with the Company prior to the completion of **one year** from the date of your joining the Company for any reason whatsoever, you agree that you shall return the entire Bonus (actual bonus paid + applicable taxes) paid to you by the Company as on the date of your separation (last working day) from the Company.

The Company shall also be entitled to take this Bonus into account for reconciling any amounts due to you from the Company upon separation/ termination as aforesaid. Any such deduction from amounts owed to you by the Company upon separation/termination as aforesaid shall not affect the Company's rights in law or equity in respect of the amounts of uncovered Bonus, if any. You shall not be bound to return the Bonus to the Company after the expiry of one year from the date of your joining the Company.

We hope that your association with the Company will be satisfying and mutually beneficial. Please sign and return the original of this letter as a token of your acceptance and understanding of the above terms.

It is hereby accepted and understood that this letter records the complete terms regarding the subject matter hereof.

Annexure II

Allowances and Benefits Plan (ABP)

1. House Rent Allowance:

20% of Annual Basic

Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord (OR)

2. b. Actual Rent paid towards Company Leased premises


Supporting Documents: Lease Agreement

2. Leave Travel Concession (LTC will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2022 to 2025)

INR 24000 (per annum)

Supporting Documents- Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

FOR Company


Suresh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Vijay Anand

Signature: _____

Date: 11/05/2023


**Hewlett Packard
Enterprise**

3. Broadband and Telephone Reimbursement - INR 24,000 per annum

Supporting Documents: As per program guidelines

4. Advance Bonus Exgratia - For those earning basic salary up to Rs.21, 000/-pm Advance Bonus is paid towards payment of bonus under the Payment of Bonus Act, 1965 and Code on Wages as and when it is implemented. Those having basic salary above Rs.21, 000/-pm this amount will be treated as exgratia

Flexible Allowances and Benefits Plan:

5. Children education allowance for maximum of 2 dependent children (Per child per month Rs.100) :
Maximum Limit (per annum) - Rs.2,400

Supporting Documents: Declaration*

6. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel):
(Per child per month Rs.300)

Maximum Limit (per annum) - Rs.7,200 Supporting Documents- Declaration*

7. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/
restaurants during the course of the workday): Maximum Limit (per annum): Rs. 26,400 Supporting
Documents: As per program guidelines

8. Personal Pay through Payroll - Balance of the above items paid with the Salary after appropriate tax
deductions at the end of the year

9. Additional House Rent Allowance - Additional HRA can be allocated up to 30% of Annual Basic


10. Please refer to the detailed policy documents available in the India benefits portal.

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities

Guidelines governing Allowances and Benefits Plan (ABP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme as defined under the Allowances and benefits plan and subject to available balance amounts under personal pay. The selection of benefits must be done in the Ceridian tool

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Vijay Anand

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

(Payroll vendor system).

2. The year for the purpose of this plan will be 1st April to 31st March.
3. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:
 - a) 25% of the annual kitty in Q1
 - b) 25% of the annual kitty in Q2 & balance of Q1, if any
 - c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
 - d) 25% of the annual kitty in Q4 & balance of Q1, Q2, Q3, if any

For the purposes of the plan, the quarters will be as follows:

- a) Q1 - April, May, June
- b) Q2 - July, August, September
- c) Q3 - October, November, December
- d) Q4 - January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the March salary and tax recovered appropriately.

4. In the event of separation of an employee from the services of the Company, only pro-rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that year.
5. The Company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.
6. Components / benefits offered as part of ABP are subject to change based on amendments to applicable tax laws / rules and Company policies.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date. These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

- 2. Please carry a printout of this letter when submitting the joining documents.
- 3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1. Relieving letter from previous employer:
Original required for verification - Yes
No of copies - Two

2. Letters supporting Employment viz., Offer letter, Service Certificate:
Original required for verification - Yes
No of copies - Two

3. Salary details of previous Employment:
Original required for verification - Yes
No of copies - Two

4. Education Certificates or Mark sheets with Provisional Certificates – 10th to Highest Degree:
Original required for verification - Yes
No of copies - Two

5. Copy of PAN card/Application ID for PAN card applied:
Original required for verification - No
No of copies - One


6. Age Proof – Copy of Aadhaar Card or Passport or Pan card or Driving license:
Original required for verification - No
No of copies - One

7. Photo identity proof – Copy of PAN Card or Passport or Driving license:
Original required for verification - No
No of copies - One

8. Address Proof to open bank account for salary credit – Copy of Rental Agreement or Driving license or Voter's ID

If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name:

FOR Company


Satesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: 11/05/2023



Hewlett Packard Enterprise

Original required for verification - Yes

No of copies - One

9. Four passport size color photographs.

Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy.

No other types of photographs would be accepted;

Original required for verification - Yes

No of copies - Four

10. NSR Registration Number:

Original required for verification - N/A

No of copies - N/A

11. Note down your parents' dates of birth for nomination in PF, Gratuity:

Original required for verification - N/A

No of copies - N/A

HPE Employee Letter of Assurance Agreement

U.S. Export Controls on Technology Transfer:

I acknowledge that during my work for Hewlett Packard Enterprise (HPE) I may, directly or indirectly, receive or access software and/or technical data which HPE has classified according to the US Commerce Control List (CCL) as eligible for export under license exemption "Technology and Software Under Restriction" (TSR) to all destinations except those listed below.

I agree not to export or re-export this software and/or technical data or any direct product based on this software or technical data without proper US government authorization to destinations not eligible for exports under license exemption TSR.

According to current US export regulations the following countries are not eligible for exports under license exemption TSR. This list is subject to change without notice.

Armenia
Azerbaijan
Belarus
Burma (Myanmar)
Cambodia
Cuba

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____ 11/05/2023 _____



Hewlett Packard Enterprise

Georgia
Hong Kong
Iran
Iraq
Kazakhstan
Kyrgyzstan
Laos
Libya
Macao (Macau)
Moldova
Mongolia
North Korea (DPRK)
People's Republic of China (PRC)
Russia
Sudan (Khartoum)
Syria
Tajikistan
Turkmenistan
Ukraine
Ukraine (Crimea Region)
Uzbekistan
Venezuela
Vietnam
Yemen

Agreement Regarding Confidential Information and Proprietary Developments

India

Vijay Anand

1. **Consideration and Relationship to Employment.** As a condition of my employment with Hewlett Packard Enterprise or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: _____ 11/05/2023 _____



Hewlett Packard Enterprise

interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. **Confidential Information.** This Agreement concerns trade secrets, confidential business and technical information, and know-how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

- (a) to use such information only in the performance of Company duties;
- (b) to hold such information in confidence and trust; and
- (c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company.

I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. **Proprietary Developments.** This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information.

Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

- (a) to disclose them promptly to Company;
- (b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
- (c) to assign any right of recovery for past damages to Company; and
- (d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense.

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: 11/05/2023


**Hewlett Packard
Enterprise**

I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed by the employee for the employer.

4. **Respect for Rights of Former Employers.** I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. **Work Product.** The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.


6. **Company Property.** I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. **Protective Covenants.** I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company.

I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

(a) **No Solicitation of Customers.** I will not (in person or through assistance to others) knowingly

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: Vijay Anand

Signature: _____

Date: _____

11/06/2023

**Hewlett Packard
Enterprise**

participate in soliciting or communicating with any customer of Company in pursuit of a Competing Line of Business if I either had business-related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) **No Solicitation of Company Employees.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) **No Solicitation of Company Suppliers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with any Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company.

As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business).

"Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. **Enforcement.** I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post-employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements.

For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. **Relief: Extension.** I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which

FOR Company

Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

Date: 11/05/2023


**Hewlett Packard
Enterprise**


Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. **Severability; Authority for Revision; Assignment; Governing Law.** The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. **Acceptance by Company.** A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. **Acceptance by Employee.** By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior to my acceptance of such terms.

FOR Company


Sailesh A J Menezes
Senior Director – Human Resources

FOR Employee

Name: _____

Signature: _____

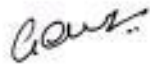
Date: _____ 11/05/2022 _____

TO WHOMSOEVER IT MAY CONCERN

Thiagarajar College of Engineering (TCE) has been associated with M/s Wipro Technologies for the last 15 years. They have been continuously hiring the students for various roles from TCE. For the year 2022-23, M/s Wipro had conducted the recruitment process through online mode from 20th Sep 2022 onwards. M/s Wipro conducted two level screening process to select the final 136 students for the "Turbo" position. The final list of students who has been selected is attached herewith for your reference.

We are awaiting to receive the offer letter for the selected students from M/s Wipro. The details of the email communication is attached herewith for your kind perusal.

We request you to kindly consider the emails received from M/s Wipro on 02nd October 2023 as the offer letter for the selected students.



Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015



Dr.M.PALANINATHA RAJA
PRINCIPAL i/c
THIAGARAJAR COLLEGE OF ENGINEERING
MADURAI-625 015.

PREMIER HIRING ||TURBO 2023||

17 messages

PRIYA KUMARI <priya.kumari37@wipro.com>
To: Placement TCE <placement@tce.edu>

Tue, Sep 20, 2022 at 10:26 AM

Dear Placement team,

Please share the College Address with us where we have to reach and also confirm the **PPT timings 11-12 PM and Assessment timings from 2 PM onwards on 23rd September 2022** .

Thanks and Regards ,

Priya Kumari

Campus Recruitment Team

+91 9560603426



The information contained in this electronic message and any attachments to this message are intended for the exclusive use of the addressee(s) and may contain proprietary, confidential or privileged information. If you are not the intended recipient, you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately and destroy all copies of this message and any attachments. WARNING: Computer viruses can be transmitted via email. The recipient should check this email and any attachments for the presence of viruses. The company accepts no liability for any damage caused by any virus transmitted by this email. www.wipro.com

Internal to Wipro

Placement TCE <placement@tce.edu>
To: **PRIYA KUMARI** <priya.kumari37@wipro.com>

Tue, Sep 20, 2022 at 4:28 PM

Dear Madam,

Warm wishes from TCE, Madurai. We hereby confirm the timing for Pre Placement Talk as 11 AM on 23 Sep and Test timing on 2.00 PM.

Our College Address is :

Thiagarajar College of Engineering
Tiruparamkundram
Near Murugan Temple
Madurai - 625 015

Alternate Contact Person : Dr NB Balamurugan


Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai - 625 015

Mobile No : 9894346320

Thanks and Regards,

Dr. GK Raajesh, MBA, Ph.D
Placement Officer
Thiagarajar College of Engineering
Madurai

Mobile : 9443388243

[Quoted text hidden]

PRIYA KUMARI <priya.kumari37@wipro.com>
To: Placement TCE <placement@tce.edu>


Tue, Sep 27, 2022 at 10:59 AM

Dear Placement Team,

PFA the Result of the assessment conducted on 23rd September 2022, 2:00 PM IST. Mentioned students have qualified the 1st stage and will be contacted for the further steps. We will conduct the Interviews **from 28th September 2022** onwards through **Superset platform**.

[Quoted text hidden]

[Quoted text hidden]

 TCE Madurai Assessment Result, Pass candidates.xlsx
22K

PRIYA KUMARI <priya.kumari37@wipro.com>
To: Placement TCE <placement@tce.edu>


Tue, Sep 27, 2022 at 5:06 PM

Dear Placement Team,

PFA list of the candidates who has to take the interview on 28th September 2022, from 11:30-2:00PM and 4:30-7:00 PM.

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[Quoted text hidden]

 TCE Madurai Interview 28th september .xlsx
13K


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Placement TCE <placement@tce.edu>
To: PRIYA KUMARI <priya.kumari37@wipro.com>

Wed, Sep 28, 2022 at 8:49 PM

Dear Madam,

Warm wishes from TCE, Madurai. I am attaching herewith the interview status of the students who have scheduled for the interviews today.


We request you to kindly reschedule the interviews for the students who have not completed and also request you to share the tomorrow interview list.

Thanks and Regards,

Dr. GK Raajesh, MBA, Ph.D
Placement Officer
Thiagarajar College of Engineering
Madurai

Mobile : 9443388243

[Quoted text hidden]

 **TCE Madurai Interview 28th september_Status.xlsx**
14K

PRIYA KUMARI <priya.kumari37@wipro.com>
To: Placement TCE <placement@tce.edu>

Wed, Sep 28, 2022 at 9:23 PM

Dear Placement Team,

PFA the list of the candidates who will have their interview on 29th September2022.

Thanks and Regards ,

Priya Kumari

Campus Recruitment Team

+91 9560603426




From: Placement TCE <placement@tce.edu>
Sent: 28 September 2022 20:50
To: PRIYA KUMARI <priya.kumari37@wipro.com>
Subject: Re: PREMIER HIRING ||TURBO 2023||

CAUTION:This email is received from an external domain. Open the hyperlink(s) & attachment(s) with caution.

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[Quoted text hidden]

 **Interview 29th September.xlsx**
15K


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

PRIYA KUMARI <priya.kumari37@wipro.com>
To: Placement TCE <placement@tce.edu>

Thu, Sep 29, 2022 at 4:56 PM

Dear Placement Team,

PFA list of the candidates who has to take the interview on 30th September 2022, from 11:30-2:00PM and 4:30-7:00 PM.

Thanks and Regards ,

Priya Kumari

Campus Recruitment Team

+91 9560603426




From: Placement TCE <placement@tce.edu>
Sent: 28 September 2022 20:50
To: PRIYA KUMARI <priya.kumari37@wipro.com>
Subject: Re: PREMIER HIRING ||TURBO 2023||

CAUTION:This email is received from an external domain. Open the hyperlink(s) & attachment(s) with caution.

Dear Madam,

[Quoted text hidden]
[Quoted text hidden]
[Quoted text hidden]


Dr. G.K. Ravi
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

 **TCE Madurai Interview 30th Sept 2022.xlsx**
13K

Placement TCE <placement@tce.edu>
To: PRIYA KUMARI <priya.kumari37@wipro.com>

Thu, Sep 29, 2022 at 9:49 PM

Dear Madam,

Warm wishes from TCE, Madurai. I am attaching herewith the interview status of the students who have scheduled for the interviews today (29 Sep 2022).


We request you to kindly reschedule the interviews for the students who have not completed.

Thanks and Regards,

Dr. GK Raajesh, MBA, Ph.D
Placement Officer
Thiagarajar College of Engineering
Madurai

Mobile : 9443388243

[Quoted text hidden]

 **TCE Madurai Interview 29th september_Status.xlsx**
17K

PRIYA KUMARI <priya.kumari37@wipro.com>
To: Placement TCE <placement@tce.edu>


Fri, Sep 30, 2022 at 8:39 PM

Dear placement team,

PFA the list of Pending candidates as on 30th September, 2022.

[Quoted text hidden]

[Quoted text hidden]

 **pending Candidates of 30th oct 2022.xlsx**
11K

Placement TCE <placement@tce.edu>
To: PRIYA KUMARI <priya.kumari37@wipro.com>

Fri, Sep 30, 2022 at 9:10 PM

Dear Madam,

Warm wishes from TCE, Madurai. I am attaching herewith the interview status of the students who have scheduled for the interviews today (30 Sep 2022).


As per my list, three more candidates have informed me they have not completed. Can you please recheck them.

Thanks and Regards,

Dr. GK Raajesh, MBA, Ph.D
Placement Officer
Thiagarajar College of Engineering
Madurai

Mobile : 9443388243

[Quoted text hidden]

 **TCE Madurai Interview 30th september_Status.xlsx**
15K


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

PRIYA KUMARI <priya.kumari37@wipro.com>
To: Placement TCE <placement@tce.edu>

Fri, Sep 30, 2022 at 9:44 PM


Dear Placement Team,

20
10

PFA list of the candidates who has to take the interview on 1st October 2022, from 10AM-3PM.

[Quoted text hidden]

[Quoted text hidden]

 **TCE Madurai Intervies, 1st october 2022.xlsx**
13K

PRIYA KUMARI <priya.kumari37@wipro.com>
To: Placement TCE <placement@tce.edu>

Sun, Oct 2, 2022 at 8:53 PM


Dear Placement Team,

PFA the list of the candidates who are the final selects from Wipro for Wipro Turbo Campus placement 2022-2023.

Thanks and regards,

[Quoted text hidden]

[Quoted text hidden]

 **TCE Madurai Final Selects.xlsx**
24K

Placement TCE <placement@tce.edu>
To: "Priya Gautam (iCORE - DOP)" <priya.gautam@wipro.com>

Wed, May 17, 2023 at 2:42 PM

Dear Madam,

Warm wishes from TCE, Madurai. With reference to the discussion, we would be very much thankful if you could kindly update on the status of the LOI for the Turbo Selected Students. As students have completed the course, they are very much anxious to know about their joining details.

Thanks and Regards,

Dr. GK Raajesh, MBA, Ph.D
Placement Officer
Thiagarajar College of Engineering
Madurai

Mobile : 9443388243

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Dr. G.K. Basirah
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Placement TCE <placement@tce.edu>
To: lavanam.amballa@wipro.com
Cc: naveen.m46@wipro.com, sanjeev.bhalwal@wipro.com

Tue, Sep 12, 2023 at 2:50 PM

Dear Sir,

Warm wishes from TCE, Madurai. With reference to our discussion, we would be very much thankful if you could kindly update on the status of the LOI for the Turbo Selected Students (The selected students list was shared on 02 October 2022). As students have completed the course in the month of May, they are very much anxious to know about their joining details.

We request your support.

Thanks and Regards,

Dr. GK Raajesh, MBA, Ph.D
Placement Officer
Thiagarajar College of Engineering
Madurai

Mobile : 9443388243

[Quoted text hidden]

Naveen M <naveen.m46@wipro.com>
To: Placement TCE <placement@tce.edu>

Thu, Sep 14, 2023 at 6:23 PM

Dear Dr. GK Raajesh,

Onboarding is demand driven. Currently, I don't have definite timelines to share with you. However, you will certainly hear from us, when onboarding resumes.

Regards,

Naveen Manjunath



Global Campus Hiring | Bengaluru

Wipro Limited

Wipro Frontline Manager

Wipro does not charge any fee at any stage of the recruitment process and has not authorised agencies / partners to collect any fee for recruitment. If you encounter any suspicious mail, advertisements or persons who offer jobs at Wipro, Please do let us know by contacting us on helpdesk.recruitment@wipro.com

Internal - General Use

[Quoted text hidden]

[Quoted text hidden]

[Quoted text hidden]


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai - 625 009

Placement TCE <placement@tce.edu>
To: Naveen M <naveen.m46@wipro.com>

Wed, Sep 20, 2023 at 8:36 PM

Dear Sir,

Warm wishes from TCE, Madurai. Thanks for your kind response. We are well aware of the present industry situation and also accept your position on the onboarding process.

We have not received any mail communication other than the selected students' mail. As you know students have passed out from the college, we only request you to kindly share the LOI for the selected students not the onboarding timeline. These will help the students to get confidence and only interested students will wait for the onboarding date. Hope you understand the position of the college and kindly do the needful.

Thanks and Regards,

Dr. GK Raajesh, MBA, Ph.D
Placement Officer
Thiagarajar College of Engineering
Madurai

Mobile : 9443388243

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11 attachments



image001.gif
549K

Wipro Frontline Manager

image002.png
6K



image003.gif
161K



image001.gif
549K

A handwritten signature in black ink, appearing to read "Dr. G.K. Raajesh".

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015



image003.gif
161K



image003.gif
161K



image003.gif
161K

 image002.png
6K



image003.gif
161K



image003.gif
161K



image003.gif
161K

Placement TCE <placement@tce.edu>
To: lavanam.amballa@wipro.com

Fri, Dec 1, 2023 at 12:32 PM

Dear Sir,

Warm wishes from TCE, Madurai. Can you please update on the progress of LOI for the selected students. We are yet to receive any communication from Mr Naveen. I am threading all the below mail communicated to the team.

Thanks and Regards,

Dr. GK Raajesh, MBA, Ph.D
Placement Officer
Thiagarajar College of Engineering
Madurai


Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

Mobile : 9443388243
[Quoted text hidden]

6 attachments



image001.gif
549K

Wipro Frontline Manager

image002.png
6K

 **image003.gif**
161K

 **image001.gif**
549K

 **image003.gif**
161K

Wipro Frontline Manager

image002.png
6K

A handwritten signature in black ink, appearing to read "Dr. G.K. Rajesh".

Dr. G.K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 025



TCE - MADURAI ASSESSMENT RESULT, PASS CANDIDATE

Superset ID	Name	Email Id	Phone Number	College	Student College State	STATUS	Test Status
3394268	Irfana Hasin S	irfanahasin123@gmail.com	9786616207	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385868	SANIITH N	sanjithn2206@gmail.com	9360471628	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2932219	Somasundari M	somasundarimaharajan@gmail.com	8778021101	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3397118	Baminirathi Mathivanan	baminirathi@gmail.com	9361637728	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3399584	Mukilan T V	mukilantv0612@gmail.com	9597325975	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3386125	ROOBARAJAN T	roobanprithivi@gmail.com	9360608624	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3388261	Preetham Meenaakshi L	preethammeenaakshi@gmail.com	9361317547	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3374507	GUNAL LOGANATHAN	gunal12710@gmail.com	9345886533	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2864659	Vibhisheak L S	vibhisheaksakthi@gmail.com	9965136897	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3399333	Nagarajan Sakthivel	nagarajandvilengineer06@gmail.com	9361928947	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3379896	Karthik Anbazhagan	karthikanbu1208@gmail.com	9361086982	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2885798	DHINESH M N	dhineshmn01@gmail.com	8056943014	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3386455	Harenee B	harenee0312@gmail.com	8825931686	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385059	RAKESH KUMAR V	rakeshkumarvanchinathan@gmail.com	8610628558	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384536	SARAVANA MURTHI M	saravanamurthi01@gmail.com	6385467150	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384866	VISHWANATH R	vishwanathvishwa0001@gmail.com	9361145100	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3386079	DEVAKUMAR S	devakumarshanmugam@gmail.com	8925353825	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3383325	Shanmugam R	shanmugamramanathan23@gmail.com	9677276289	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3371569	PRAMOTH ALWAR R	pramothalwar@yahoo.com	7200246066	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2939070	Aruna K	arunakumaam@gmail.com	6383566575	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2898369	Sujeetha veni rajl	Sujeetha0409@gmail.com	8870922033	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3388263	DHANASEKARAN S	dhans33200@gmail.com	9597583131	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3387835	SHYLESH R	shyleshramar88@gmail.com	6369685303	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3371608	Vinoth Sankar P	vinothsankarp123@gmail.com	9150418188	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385861	Mohan Ram S	mohanraam1762002@gmail.com	8012831283	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3400354	RAGUL SHANKAR S	ragulshankar81@gmail.com	6381861695	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3356697	Vishnu Bahavath S A	vishnubhavath@gmail.com	9443325616	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2881620	GURUPRASAD M	mguru2401@gmail.com	7305589790	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2913791	Mohamed Asiq Rahman S	asiqrahman.mohd@gmail.com	9976873343	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2914784	RAJASHRUTHI MOHANDOSS	indianshruthi@gmail.com	7339040327	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3386610	HARI VAMSHAN M G	harivamshangandhian@gmail.com	9843587253	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3362166	Senthil Kumar S	senthikumarvt@gmail.com	9361231757	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3379715	Nitin Vinayak	thatnitinvinayak@gmail.com	9655591277	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2919240	HARIHARAN J R	hariharanjayakumar28@gmail.com	6383277511	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2875799	SURIYA B	suriyamanian020@gmail.com	7092781535	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2917136	Nishok Rajaram	nishokrajaram8@gmail.com	6382806244	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2881133	Lakshmana Rajkumar M	lakshman21501@gmail.com	6381678415	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2943244	Imrankhan	imrankhaneng03@gmail.com	9566785442	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2935226	Aswin Ravikumar	aswinravikumar01@gmail.com	9626667935	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3375557	VIBBIN K	vbibbinvbibbin@gmail.com	8925182025	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2939087	NAGANATHAN M	naganathanece@gmail.com	7339191071	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2931825	Gokulrajaram A	tcogokul@gmail.com	9025938745	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2941300	MEIYAPPAN A	meiyappanambu@gmail.com	6383744250	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2919436	Gopi Sankar M	mgopisankar2000@gmail.com	9344150646	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2881312	Siddharthan Saravanakumar	siddharthansaravanakumar@gmail.com	6369532350	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai - 625 015



2875635	MADHUMITHA P R	madhumithapr2001@gmail.com	9344553047	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2933336	C HARSHAVARDHINI	harshavardhnic@gmail.com	8220589609	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3383798	K M Tharun	tharunmurugesank@gmail.com	9952369188	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3364493	RISHI CHESH V	rishicheshv@gmail.com	6383344329	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2876745	SANJAI P	iamsanjai06@gmail.com	9500298479	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3360677	NIVAS P M	nivasmari963@gmail.com	9361193473	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384053	Manojkumar M	manojkumarm1310@gmail.com	9597924004	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2930520	Venkata subrahmanya Dharanidhar Vemana	dharanidharvvs@gmail.com	7702576009	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3372964	Ayisha Bhahima A	ayishabhahima@gmail.com	9150349221	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3381080	Devadharshini C	devadharshinic937@gmail.com	8248181248	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3394147	Rajabradaban VE KA	rajabradabankalyanasundaram@gmail.com	6385205697	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384347	Abinaya S	abinayasenthil2021@gmail.com	9841046949	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2852074	K Srivishali	ammuvishali02@gmail.com	9087537510	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3396163	Siva Ranjani K	ersvaranjanik@gmail.com	9843099839	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2934341	Mohamed Shahin S	mohamedshahin1202@gmail.com	9443133099	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2861142	Priyadarshini Manikandan	priyadarshini19112001@gmail.com	6383997329	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3362141	MANOJKUMAR M	manojkumarmechbe@gmail.com	8270680799	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3383127	GIRINATH SUBRAMANI	iamgirinath@gmail.com	9952404819	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384388	Kamalesh J	kamaleshjeyasankar2001@gmail.com	9751971336	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2933530	LINGESHWARAN K	lingeshwaran.lg@gmail.com	6385511418	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2851619	Seeman Chaikkaravarthy V	seemantce@gmail.com	9150279971	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2933466	Pavithra J	pavithra27raj@gmail.com	8903986165	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2877974	RITHANI R	rithaniramesh1234@gmail.com	9361193151	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3353016	LEELAVINOTHAN C	lvinothan81@gmail.com	8778558139	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3373718	ASHOK KUMAR CHINNAITHEVAR VELLAISWAMY	ashokcv1616@gmail.com	9500761618	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3383252	Madhubala D V	dmadhubala@gmail.com	6369385479	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2934832	ABHIRAMI S	sabhirami195@gmail.com	9123509891	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3362306	Hari Keshavan T	hanikeshavant@gmail.com	8608446298	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3360115	Shyam Kumar Rajkumar	rskshyam4@gmail.com	9751359093	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2875250	Velmurugan M	velittce@gmail.com	6379457490	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3373782	Surya S	suryanive12@gmail.com	9626241632	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384734	SANJAY M	sanjaymuruganantham859@gmail.com	8524878683	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2851998	LAILA B G	bglaia12@gmail.com	6382717496	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3360800	KISHORE KUMAR I	kishore.lakshman0109@gmail.com	8754286306	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3370312	Radha Krishnan K	radhakrishnankannan1110@gmail.com	8903248902	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384374	Ilamathi darumarajan	ilamathidarumarajan@gmail.com	7339255226	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2887466	Mani Bharathi R	lrsmani196@gmail.com	9486423050	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2852021	R KEERTHANA	keerthuramesh2002@gmail.com	9489543119	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385267	SAMBATH N	sambathnaga5@gmail.com	9894635889	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385798	NANDHA KUMAR G	nandiv414@gmail.com	8464877895	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2852022	PRIJITHA S	prijithas2002@gmail.com	9488569824	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3364554	Ram Prakash T	trrramprakash@gmail.com	9489675214	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3372197	KISHOR KRISHNAN GS	kishorkrishnangs@gmail.com	8778256197	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2878863	KANISHMITHRAN J	kanishmithran21@gmail.com	7373684747	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2931627	Muthu Veni V	muthuvenivaradharajan@gmail.com	7708973361	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3386629	Ashok K G	kgashok06@gmail.com	8124567286	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass

Dr. G.K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

2932976	Micheal Halins V	michealhalins1905@gmail.com	6385497416	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2938460	Srividhyalakshmi R	vidhyaravi007@gmail.com	9486551476	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2935084	PRADEEPA H	pradeepahk15@gmail.com	6383990855	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385544	LOKKESWARAN S	lokkeswaran@gmail.com	9361233248	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3370490	MOHANPRASATH V	tirupathimohan8@gmail.com	7904694878	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2928248	Madhumitha V	madhumithavenkatesan71@gmail.com	9360092326	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384883	Senthilkumar C	senthilkumar2001@gmail.com	9751402125	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2939757	Kalidoss M	murugankali37@gmail.com	7708947425	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3386727	MAHESHWARAN GNANASAMBANTHAN	gnmaheshwaran@gmail.com	7358838751	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384976	VINOBALINI RAMESH	vinthalisa7@gmail.com	9344826829	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2936250	Santhosh S	santhoshsankar127@gmail.com	9047902774	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3396246	Swetha	swethanagalingam19@gmail.com	9489042844	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2929217	Vijayalakshmi R	rvijirajesh06@gmail.com	9626763676	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3396699	LOGESHWARAN ASHOKKUMAR	alogeshwaran8@gmail.com	9940926733	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3371059	VIGNESH KUMAR S	svigneshkumar47@gmail.com	9080499296	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2864095	SINDUJA P	psinduja2002@gmail.com	9361133779	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2864047	DHEKSHAA E	dhekshaee@gmail.com	9025949603	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2864057	RAGHAVI PREETI A J	raghavipreetia@gmail.com	8925725648	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2887661	MERRYL MEKANA P	merrylmekanap@gmail.com	9150742137	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3390132	MOHAMED MUZAMMIL M	muzammilmocx@gmail.com	9488338159	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2935868	P.G.GOKILA	gokilaganesan23@gmail.com	9894223871	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3379872	Prathaban M	prathaban.rajalakshmi@gmail.com	9789590770	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3380076	Vishnuraj R M	vishnurajmahendran64@gmail.com	9566145373	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3382389	Anbarasan Ravindran	anbarasanjeya@gmail.com	8973961139	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3376431	Nikhil Gupta	mahajannikhil319@gmail.com	6005570572	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384473	NAVIN KUMAR G	gnavin7kumar@gmail.com	7092567183	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2939961	Ruthra Devi A	ruthradevi1810@gmail.com	9361303737	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384943	ANNAMALAI RAMANATHAN	rmannamalai2001@gmail.com	9514793299	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385784	Dhana Sekaran Veerapandi	dhanaregins@gmail.com	9489941541	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3383964	Buvana Sri N	buvanasrin1210@gmail.com	9361405922	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3360788	Yogarajan K	yogarajan.k14@gmail.com	6385737990	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2942908	ARIKARASHRI KANNAN	arikarashri2001@gmail.com	8610663072	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3383709	Harishma Poun Pandian	harishmapandian@gmail.com	9361352456	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2873865	Jayshree V	jayshreevenkat6@gmail.com	9361093467	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2917609	RUBIKA J V	rubikajayvee@gmail.com	8883046053	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3383071	Ashwin N S	ashwinns2000@gmail.com	7639628688	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384332	Anjana T S	anjana09062001@gmail.com	6379312871	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3383722	R S SAKTHI GANESH	sak14gan@gmail.com	9080325090	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2938904	AKASH BALU	akash181840@gmail.com	9361119527	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2875788	Shruti S	shrutisaravanan1@gmail.com	8610505460	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3376243	Suriya K P	suriykp24@gmail.com	9360332844	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3383324	Thamaraiselvi R	thamarairathinam2002@gmail.com	9360840256	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3395090	Srivathsan D V	dsvathsan@gmail.com	9486015250	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2862477	YOGESHWARAN	yogeshwaranankumar2001@gmail.com	9361363573	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3383888	Vishnu Ram	vishnuram55555@gmail.com	7867072701	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3379086	RAJARAJESVARRI G	rajarajesvarri@gmail.com	6383121253	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass

Dr. G.P. Senthil

Placement Officer

Thiagarajar College of Engineering
Madurai-625 015

3386513	Madhumitha Indira	madhumect@gmail.com	6380409934	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385828	Nila A	nilaab23@gmail.com	9150016655	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3372799	Shanmugapriyadarshini Nagarajan	priyanagarajan306@gmail.com	6379804474	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385493	SARAVANAPRAKASH S	saravanaprakash2242002@gmail.com	6383141376	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2942897	NITHISH KUMAR M	nithishkma@gmail.com	7305119549	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2932405	P.RANJITH KUMAR	ranjithkumarp@student.tce.edu	7094712064	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3360725	Adarsh T S	tsadarsh123@gmail.com	8883822005	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2936935	Vasanthakumar M	vasanthvk572002@gmail.com	6382459532	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385166	GOPIKA G S	gopikags19022002@gmail.com	9361168307	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385129	MITHUL KANNAN K R	mithulkannanramraj@gmail.com	9360733664	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2937219	MANOJKUMAR S	manojkumar3015mk@gmail.com	6374816837	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385701	Dhanusri Chinnamuthu	dhanusrichinnamuthu@gmail.com	9361096505	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384990	JANASIVAGURU AC	janasivaguruacg09@gmail.com	7010706405	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2939889	MOHAMED FARUK K	mohamedfaruk267@gmail.com	9500432648	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3382198	balaram s	balaram342002@gmail.com	6381935326	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3771279	Tanishq E	tanishqelango10@gmail.com	9047555456	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3371542	NANTHA KUMAR P	nantha007vip@gmail.com	9361509791	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2877871	Gopinath E	gopinathe12@gmail.com	6382554644	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384160	Shivanika Subramanian	shivanika001@gmail.com	9361552288	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3371613	SRI RAKESH V	srir25644@gmail.com	9585011577	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3373562	ASHIN GLADS MON V	aashinmechon@gmail.com	7810042209	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3363171	HARI PRASATH R	hariprasathramalingam@gmail.com	9080019653	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384777	Sneha Senthilkumar	snehasenthilkumar01@gmail.com	9361146813	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385467	Dhevakar M	dhevakardheva@gmail.com	7904931171	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2931944	Shanmuham Saravanan	shanmuhamece@gmail.com	9442911348	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384403	Vasanth S	vasanth1922000@gmail.com	9080795798	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384408	Chinna Rengamani S	sringa1812@gmail.com	8754324209	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3384412	Hemanth Kanth Ramesh	hemanth_kanth_r@gmail.com	7871467348	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3361744	Esakkiappan M	esakkiappanmariappan@gmail.com	8508820453	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2940121	AATHISHWARAN D	aathishtce@gmail.com	6382558879	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3382776	MOHAMED NIYAS AHAMED J	mohamedniyasahamedmech124@gmail.com	8344266786	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3387090	Singaram Ramasamy	sing40kanna@gmail.com	9585494468	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2902636	Takhelmayum Paikhomba	takhelmayumpaikhomba@gmail.com	7005211944	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3385025	Soundharya Bharani Poomalai	soundharyabharani@gmail.com	6379142438	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3382933	ROBIN A	arobin19092001@gmail.com	9361656618	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
2884924	Lokesh V S	vslokesh10@gmail.com	9944065421	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass
3364693	Yoga Varshan Aandi Raja	yogavarshan.a.r@gmail.com	9486161618	Thiagarajar College of Engineering, Madurai	Tamil Nadu	Scheduled on 23rd Sep - 2 PM	Pass

Dr. G.K. Raajesh
 Dr. G.K. Raajesh
 Placement Officer
 Thiagarajar College of Engineering
 Madurai-625 015

TCE MADURAI - FINAL SELECTS

Supersot ID	Student Name	Email	College	Job Profile	Application Status	Decision
3399333	Nagarajan Sakthivel	nagarajancivilengineer05@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2935226	Aswin Ravikumar	aswinravikumar01@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2919436	Gopi Sankar M	mgopisankar2000@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384347	Abinaya S	abinayasenthil2021@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3383325	Shanmugam R	shanmugamramanathan23@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3383798	K M Tharun	tharunmurugesank@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2881133	Lakshmana Rajkumar M	lakshman21501@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3388263	DHANASEKARAN S	dhans33200@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3388261	Preetham Meenaakshi L	preethammeenaakshi@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2875635	MADHUMITHA P R	madhumithapr2001@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2931825	Gokulrajaram A	teegokul@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2919240	HARIHARAN J R	hanharanjayakumar28@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3371608	Vinoth Sankar P	vinothsankarp123@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3386079	DEVAKUMAR S	devakumarshanmugam@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2930520	Venkata subrahmanya Dharanidhar Vemana	dharanidharvvs@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2881620	GURUPRASAD M	mguru2401@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385267	SAMBATH N	sambathnaga5@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2935084	PRADEEPA H	pradeepahk15@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3371059	VIGNESH KUMAR S	svigneshkumar47@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2864047	DHEKSHAA E	dhekshaee@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384374	ilamathi darumarajan	ilamathidarumarajan@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2887466	Mani Bharathi R	lrsmeni196@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2931627	Muthu Veni V	muthuvenivaradharajan@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3390132	MOHAMED MUZAMMIL M	muzammilmocx@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3353016	LEELAVINOTHAN C	lvinothan81@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385784	Dhana Sekaran Veerapandi	dhanaregins@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2942908	ARIKARASHRI KANNAN	arikarashri2001@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2934832	ABHIRAMI S	sabhirami195@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2852022	PRIJITHA S	prijithas2002@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2852021	R KEERTHANA	keerthuramesh2002@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3395090	Srivathsan D V	dsvathsan@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2878863	KANISHMITHRAN J	kanishmithran21@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3373718	ASHOK KUMAR CHINNAITHEVAR VELLAIWAMY	ashokcv1616@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2862477	YOGESHWARAN	yogeshwarankumar2001@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384473	NAVIN KUMAR G	gnavin7kumar@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3383071	Ashwin N S	ashwinns2000@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3383709	Harishma Poun Pandian	harishmapandian@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3383324	Thamaraiselvi R	thamarairathinam2002@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3383964	Buvana Sri N	buvanasrin1210@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3362306	Hari Keshavan T	harikeshavant@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2938904	AKASH BALU	akash181840@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2851998	LAILA B G	bglaila12@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3379086	RAJARAJESVARRI G	rajarajesvarri@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384332	Anjana T S	anjana09062001@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3360115	Shyam Kumar Rajkumar	rskskyam4@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED

Dr. G.K. Raafesh

Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

2917609	RUBIKA J V	rubikajayvee@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3382389	Anbarasan Ravindran	anbarasanjeaya@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2928248	Madhumitha V	madhumithavenkatesan71@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384943	ANNAMALAI RAMANATHAN	rmannamalai2001@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3380076	Vishnuraj R M	vishnurajmahendran64@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3383127	GIRINATH SUBRAMANI	iamgirinath@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3396699	LOGESHWARAN ASHOKKUMAR	alogeshwaran8@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2864095	SINDUJA P	psinduja2002@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385798	NANDHA KUMAR G	nandiv414@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2933466	Pavithra J	pavithra27raj@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384554	Ram Prakash T	trramprakash@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385544	LOKESWARAN S	lokkeswaran@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3380677	NIVAS P M	nivasmani963@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385129	MITHUL KANNAN K R	mithulkannanramraj@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3371542	NANTHA KUMAR P	nantha007vip@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3382933	ROBIN A	arobin19092001@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3356697	Vishnu Bahavath S A	vishnubahavath@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2937219	MANOJKUMAR S	manojkumar3015mk@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3771279	Tanishq E	tanishqelango10@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2902636	Takhelmayum Paikhomba	takhelmayumpaikhomba@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2852074	K Sriyishali	ammuvishali02@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385467	Dhevakar M	dhevakardheva@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2936935	Vasanthakumar M	vasanthvk572002@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3382776	MOHAMED NIYAS AHAMED J	mohamedniasahamedmech124@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3372799	Shanmugapriyadarshini Nagarajan	priyanagarajan306@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3363171	HARI PRASATH R	hariprasathramalingam@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2913791	Mohamed Asiq Rahman S	asiqrahman.mohd@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384160	Shivanika Subramanian	shivanika001@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385701	Dhanusri Chinnamuthu	dhanusrichinnamuthu@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2939889	MOHAMED FARUK K	mohamedfaruk267@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384403	Vasanth S	vasanth1922000@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3387090	Singaram Ramasamy	sing40kanna@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2876745	SANJAI P	iamsanjai06@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3361744	Esakkiappan M	esakkiappanmariappan@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3360725	Adarsh T S	tsadarsh123@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384408	Chinna Rengamani S	srirenga1812@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2898369	Sujeetha veni raji	Sujeetha0409@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3371613	SRI RAKESH V	sri25644@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384412	Hemanth Kanth Ramesh	hemanth.kanth.r@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385025	Soundharya Bharani Poomalai	soundharyabharani@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2940121	AATHISHWARAN D	aathishice@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384777	Sneha Senthikumar	snehasenthikumar01@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385166	GOPIKA G S	gopikags19022002@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3371569	PRAMOTH ALWAR R	pramothalwar@yahoo.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2851619	Seeman Chakkaravarthy V	seemantce@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3379896	Karthik Anbazhagan	karthikanbu1208@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED

Dr. G. K. Rajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015

2935868	P.G.GOKILA	gokilaganesan23@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384866	VISHWANATH R	vishwanathvishwa0001@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3399584	Mukilan T V	mukilantv0612@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2939961	Ruthra Devi A	ruthradevi1810@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2936250	Santhosh S	santhoshsankar127@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3372197	KISHOR KRISHNAN GS	kishorkrishnangs@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3383722	R S SAKTHI GANESH	sak14gan@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3376431	Nikhil Gupta	mahajannikhil319@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384976	VINOBALINI RAMESH	vinthalisa7@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3396246	Swetha	swethanagaliam19@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2875788	Shruti S	shrutisaravanan1@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3360788	Yogarajan K	yogarajan.k14@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384990	JANASIVAGURU AC	janasivaguruacg09@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3386629	Ashok K G	kgashok06@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2864659	Vibhisheak L S	vibhisheaksakthi@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2917136	Nishok Rajaram	nishokrajaram8@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2877974	RITHANI R	rithaniramesh1234@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3364493	RISHI CHESH V	rishicheshv@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3386125	ROOBARAJAN T	roobanprithivi@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385868	SANJITH N	sanjithn2206@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3376243	Suriya K P	suriyakp24@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3386610	HARI VAMSHAN M G	harivamshangandhian@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2931944	Shanmuham Saravanan	shanmuhamce@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3362166	Senthil Kumar S	senthilkumarkvt@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384053	Manojkumar M	manojkumarm1310@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3370490	MOHANPRASATH V	tirupathimohan8@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3394147	Rajabradaban VE KA	rajabradabankalyanasundaram@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3385059	RAKESH KUMAR V	rakeshkumarvanchinathan@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2941300	MEIYAPPAN A	meiyappananbu@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3383888	Vishnu Ram	vishnuram555555@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2939087	NAGANATHAN M	naganathanece@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3386455	Harenee B	harenee0312@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3373782	Surya S	suryanive12@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3364693	Yoga Varshan Aandi Raja	yogavarshan.a.r@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2934341	Mohamed Shahin S	mohamedshahin1202@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384536	SARAVANA MURTHI M	saravanamurthi01@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2929217	Vijayalakshmi R	rvijirajesh06@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3396163	Siva Ranjani K	ersivaranjanik@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2938460	Srividhyalakshmi R	vidhyaravi007@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2933336	C HARSHAVARDHINI	harshavardhinics@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3384388	Kamalesh J	kamaleshjeyasankar2001@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3370312	Radha Krishnan K	radhakrishnankannan1110@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
2861142	Priyadarshini Manikandan	priyadarshini19112001@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED
3383252	Madhubala D V	dvmadhubala@gmail.com	Thiagarajar College of Engineering, Madurai	Turbo (On Campus)	SHORTLISTED	SHORTLISTED

Dr. G. K. Raajesh
Placement Officer
Thiagarajar College of Engineering
Madurai-625 015