



PRIVATE AND CONFIDENTIAL

Reference No. - 1384658287

Applicant ID - 6722999

18-Mar-2024

Rishav Sharma

Dear Rishav,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter. Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme during the current academic year and submission of your certificate and mark sheet within 3 months of result announcement - which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked, which please take note of.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.



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18-Mar-2024

Rishav Sharma

Dear Rishav,

We are pleased to make you an offer of appointment as Management Trainee in ICICI Bank. On joining, you will be placed in RMG INFORMATION SECURITY GROUP at HYDERABAD - GACHIBOWLI_RO.

Kindly note, that the offer of appointment is subject to you having fulfilled the requirements of successful completion of the degree programme within the timeline- which is the basic requirement of your eligibility. In an event, where the laid out requirements are not met within the stipulated timeline, this offer shall be withdrawn, cancelled and stand revoked which please take a note of.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

- You shall be required to join our Bank on 25-Jun-2024.
- You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.
- On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, for any part of your time, in any capacity, the services of, or be employed by or engaged with any other firm, company or person. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

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Rishav Sharma

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.
- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.
- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.
- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

Rishav Sharma

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.
- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.
- **Termination of Employment:** Your services with the Bank are liable to be terminated:
Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of
 - a. Any breach of the conditions mentioned in this letter on your part
 - b. You not successfully completing the degree programme within the stipulated timeline during the current academic year and non-submission of your certificate and mark sheet within 3 months of result announcement
 - c. Any incorrect information furnished by you like:
 - 1. Mismatch in your previous employment data even for a day
 - 2. Mismatch in your previous pay slip
 - 3. Fake qualification certificates etc; and
 - d. Suppression of any material information by you
 - e. Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

Rishav Sharma

General:

- Your appointment and continuation in employment are subject to reference checks, successful completion of your course and submission of your certificate and mark sheet within 3 months of joining.
- You will be bound by the Rules and Regulations of the Bank.
- You will keep us informed of any change in your residential address.
- Your acceptance is taken as your understanding that the role in ICICI Bank may involve sales. You may be required to travel extensively as per the requirement of your job/role or as may be needed for the exigencies of the Bank. Also, that you further understand that your services in the Bank are transferrable in any location and profile including sales, across geographies as per organization requirements.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

Ankit Jindal

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

Rishav Sharma

Annexure:

Remuneration:

- Your Base Salary will be Rs. 300,000 (Rupees Three Lakh only) per annum.
- You will be eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no minimum guaranteed payout amount of the Performance Linked Retention Pay, and it will vary from time to time as decided by ICICI Bank.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 4,59,000/- (Rupees Four Lakh Fifty Nine Thousand only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 1,50,000/- (Rupees One Lakh Fifty Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 45,000/- (Rupees Forty Five Thousand only) per annum.

Rishav Sharma

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.

Signature of Applicant

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: <https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx>

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use “forgot password “option to generate a new password.

Following documents (Photocopies) are required to be uploaded:

- a) Self-attested copies of educational certificates and marksheets (Xth/XIIth/ Graduation/ Post graduation)
- b) Latest Curriculum Vitae
- c) Passport size Photograph (against Red background)
- d) Address proof (Passport/Voter id/Ration card)
- e) PAN Card
- f) Copy of appointment letter duly signed by you as acceptance of terms and conditions of appointment.

Remuneration Details		
Name: Rishav Sharma		
Position: Management Trainee		
Group: CORPORATE CENTRE		
	Management Trainee	
	Monthly	Annual
Basic	25,000	300,000
HRA	12,500	1,50,000
Supplementary Allowance *	38,250	4,59,000
Superannuation Allowance **	3,750	45,000
Total	79,500	9,54,000
Retirals		
Retirals (PF, Gratuity) ***	5,083	60,996
Total Fixed	84,583	10,14,996
Performance Linked Retention Pay #	12,500	1,50,000
Cost of Loans ##	4,167	50,004
Deferred Allowance ###	33,333	400,000
Total CTC	1,34,583	16,15,000
<p>### Deferred allowance of Rs. 400,000 will be paid annually for two years at the end of Financial year.</p> <p>For off-campus recruitment, the deferred amount would be prorated for the number of days worked in the FY. The payment of Deferred Allowance will be subject to the following conditions:</p> <ul style="list-style-type: none"> You being active and not serving notice as on the dates of payments Your performance being satisfactory You not having breached any rules and regulations of ICICI Bank or having any ongoing disciplinary investigation against you. 		

* Supplementary allowance will include Conveyance / Travel allowance, Telephone reimbursement, LTA, Medical, Canteen and any other allowance.
*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
Performance Linked Retention Pay payout would be as per the policy of the Bank. Please note that there is no minimum guaranteed payout.
Overall loan entitlement is Rs.5 Lakh @ an interest rate of 2.5%.

Date: -18-Mar-2024

Loan Scheme

You will be eligible for Rs. 500,000 (Rupees Five Lakh only) of education loan at the interest rate of 2.5% per annum. The following terms and conditions will be applicable.

Terms and conditions:

1. Sanction of loan will be at the sole discretion of the Management.
2. The tenure of repayment is 5 years. The monthly installment and interest will be recovered from monthly salary.
3. The entire loan outstanding will have to be repaid at the cessation of service.
4. Interest rate @ 15% p.a. will be levied in case the employee leaves the services of the Bank before completion of 3 years of services from the date of joining. The 3-year service period would also include probation period.
5. In case of separation from bank's services, employee should settle full outstanding staff loans before the last working day. In case of delay in loan repayment under exceptional circumstances, either on account of being taken over by the new employer/bank/financial institution or on account of being paid out of retiral accumulation, commercial interest @ 24% p.a. will be charged from last working day till the date of repayment.
6. All new loans will require the beneficiary to provide a "guarantor" who would underwrite the loan in case of default. The employee and the guarantor need to complete the process of signing the 'Guarantee and Indemnity' form and also provide adequate income proof of Guarantor. Personal guarantor cannot be an existing employee of the Bank.
7. All loan disbursements shall be subject to the Bank fulfilling its requirement of obtaining critical information like PAN details, proof of permanent residential address, and copy of driving license and/or passport details.
8. Loan can be availed for only making payment to the existing Education Loan in any Bank/Financial Institution.