

Date: 21 December, 2015.


Mr. Abbineni Sri Sai Jaswanth
Bangalore.

Sub: Offer of Employment

Congratulations!!

Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Associate Software Engineer**.

1. The location of your reporting will 2nd Floor, 1st Block, Dayananda Sagar University Building, Kudlu Gate, Hongasandra Village, Begur Hobli, Hosur Road, Bengaluru-560068.
2. You are required to report at 10:00 AM on or before **05 January, 2016** to complete the joining formalities at the address mentioned above.
3. You shall be entitled to a compensation of **Rs. 1, 80, 000/-** per annum, in the manner set out under **Annexure A** of this offer letter.
4. At the time of joining, you are requested to submit the copies of the documents as per **Annexure – A**
5. Working Days/Hours: Company's working hours shall be 10:00 AM to 7:00 PM including one hour for lunch/other break. Your working hours shall be changed based on the business requirement. Your work day shall be **Monday to Friday or Sunday to Thursday** as per the business requirement.
6. You agree to keep this offer confidential. Unless authorized by the Company in writing, any disclosure to a third party will result in the immediate invalidity of the offer. The Company assumes no liability, direct or indirect, financial or otherwise, resulting from this offer, particularly in case of unauthorized disclosure.
7. The Company has always believed in surpassing customer expectations and has created several new benchmarks and standards in security, service and quality, and in order to do so, the Company has maintained a strong focus on compliance.
8. The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience, if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer without notice and Compensation or to take any appropriate action against you, including, but not limited to termination of your employment.
9. You will be on probation for a period of 6 months, which may be extended at the discretion of the company. During the probationary period, your employment is terminable by 7 days written notice on either side. The Company reserves the right to pay or recover salary in lieu of notice period.
10. During the term of your employment with Wesnia Info Solutions Pvt. Ltd. you may be deputed for a project/assignment. On completion of the same, you shall resume duties at your base location within a week of completion of the deputation and within a period of three weeks thereafter submit to the Company all information, knowledge, technical know-how, etc. acquired by you during this deputation.



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11. During the term of your employment with Wesnia Info Solutions Pvt. Ltd. you may not take up any outside employment or other for-profit endeavor unless permitted in writing by the Company. Such permission will be at the sole discretion of the Company and may be granted only by authorized officers.

12. In addition to the above, you will be subject to general rules of conduct, discipline, leave, holidays, hours of work etc. that are prevailing in the Company or may be brought into force from time to time. In case of your absence from duty for three consecutive days without any reasonable cause or if you proceed on leave without obtaining permission. The company has the right to draw a presumption that you have abandoned the employment of your own without making reference to you.

13. Your engagement with the Company will be governed by the specific terms and conditions mentioned in this offer letter.

14. Primary roles and responsibilities and terms governing your engagement with the Company will changed as per time.

15. Your offer is on the clear understanding that the information furnished by you in your application for employment. If, at any time in future, it comes to the knowledge of the Company that any of this information is incorrect or any relevant information has been withheld then your employment based on this offer letter is liable to be terminated without prior notice or any compensation in lieu thereof.

16. The Company reserves the right to withdraw the offer made to you at any point of time without assigning any reasons whatsoever.

Kindly carry a signed copy of this letter on your date of joining. Please do confirm this offer is accepted by you by signing a copy of this letter and returning it to Company in three (3) days. Failing which we presume that you are not interested in this offer and the offer is ceased to exist.

We welcome you to Wesnia Info Solutions Pvt. Ltd and look forward to a long and mutually beneficial association.

Best wishes,



Methali Joseph
Head, Human Resources Department.

I acknowledge that I have received this offer for employment with Wesnia Info Solutions Pvt. Ltd and that I have read and understood the statement. I confirm my agreement that this statement constitutes my contract of employment with Wesnia Info Solutions Pvt. Ltd.

Your name in capital letters

Your Signature

Location:

Date:

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Annexure- A

Name : Mr. Abbineni Sri Sai Jaswanth
Designation : Associate Software Engineer

Salary Components		
Earnings: A	Monthly	Yearly
Basic	6,000.00	72000.00
House Rent Allowance	3,000.00	36000.00
Conveyance Allowance	800.00	9600.00
Additional Allowance	450.00	5400.00
Special/Project Allowance	1,500.00	18000.00
Medical Allowance	1,250.00	15000.00
Flexible Benefits	750.00	9000.00
Others	1,250.00	15000.00
Gross Salary	15,000.00	180000.00

Note:

All Statutory and Regulatory deductions will be done as per the prevailing regulations. The Salary Sheet is strictly confidential and must not be discussed with anyone other than your Reporting Manager/ the Human Resources Department.

List of Documentation to Be Submitted:

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

1. Pan Card/ Valid Passport/ Driving License*
2. Certificates supporting your educational qualifications along with marks sheets (10+12, Graduation, Post-Graduation, Course Certifications)*
3. Your latest salary slip or salary certificate (If applicable)
4. Your relieving letter from your present organization (If applicable)
5. Experience Letter from your present organization (If applicable)
6. Form 16 or Taxable Income Statement duly certified by previous employer (Statement showing deductions & Taxable Income with break-up) (If applicable)
7. Four Passport / Stamp Size colour photographs. **(Or any other size or number of photographs as may be required by the Company)**
8. Medical Certificate from a registered practitioner. **(Optional)**

*** Originals**

Please carry all the originals for validation.

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