



ADP TSC_Return to Office Guidelines

From ADMTalentMgmt(Cognizant) <ADMTalentMgmt@cognizant.com>

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Cc ADP Champs ADM (Cognizant) <ADPChampsADM@cognizant.com>

Dear Associates,
Hope you are good.

This is to hereby inform you that going forward, you are required to report in the nearest Cognizant office facility for Assessment (RBP) and seamless deployment effective date of **23rd November 2023 (Thursday)**

Important ADP Updates :

- Please note that no exemptions will be given to any associate. In case of Associate Health issue all relevant medical documents / Certificates to be sent for Validation with in house doctors.
- Associates whose Project allocation is completed in Talent market portal – can follow the Project RTO Guidelines.
- Please connect with your Location POC for any Queries/Clarifications.
- Seat Bookings need to be Booked 3 days prior and cannot be booked a day before (PFA – Seat Booking .Pdf for reference).

Please reach out to below POCs for any queries:

Location	TSC POC
Chennai	Mubashir Ahmed (735342)
Bangalore	
Hyderabad	Yarrapathruni, Gayathri (876054)
Kolkata	Rachapalli, Spandhana (2089859)
Kochi	
Coimbatore	
Gurgaon	Pitale, Punita (943842)
Mumbai	
Noida	
Pune	

Flexiseat Facility / Venue Information :

Location	Facility / Building
Chennai	CHN DLF IT Park Block 9
	CHN Sholingnallur ELCOT CKC (KITS Campus) SDB 2
	CHN Sholingnallur ELCOT CKC (KITS Campus) SDB 3
	CHN SIRUSERI (SEZ) SIRUSERI IT PARK SDB3
	CHN TAMBARAM MEPZ SDB2 Wing A ODC 3 & 4 in (5th Floor A wing) (90 Seater – Confirmed seats)
	CHN THORAIPAKKAM TCO SDB 2
Coimbatore	CBE CCC CHIL SEZ SDB2 Tower 1
Hyderabad	HYD DLF Block 1
	HYD DLF Block 2 G-2 Floor
	HYD Raheja IT Park BLD 12A 1-5 8-10 Floor

	HYD Raheja IT Park BLD 12A 6 Floor
	HYD Raheja IT Park BLD 12A 7 Floor
	HYD Raheja IT Park BLD 20
Bangalore	BLR Bagmane Solarium City Neon
	BLR Manyata Embassy Business Park G3 5 -10 floor
	BLR Manyata Embassy Business Park F3
Kolkata	KOL Candor C1
	KOL Candor G2 G - 5 Floor
Gurgaon	GUR Tikri Tower 03 2 Floor
	GUR Tikri Tower 03 G - 1 3 Floor
Mumbai	MUM AIROLI BLD 9
Noida	NOI Tower 10
Kochi	KOC Naveda Campus CNC SDB1
Pune	PUN CDC SDB1A
	PUN Embassy Park Quadron Block 2

Thanks,
ADM Talent Partner Team