

Date: 28th May 2018

Name : Ritam Basu
Associate ID : 127914
Sub Band : U3
City : NOIDA

Sub: Transfer within India

Dear Ritam Basu

Your location has been changed to Bengaluru effect from 25th May 2018

Type of Transfer : Permanent Transfer
Eligible for Relocation Allowance : No
Eligible for Deputation Allowance : No

Please refer to [Relocation Policy \(India\)](#) in BMS for relocation claim procedure. The other terms and conditions of employment remain unchanged.

Also we request you to update your personal information, details with path provided below –

[EASY Intranet Link](#) [EASY Internet Link](#)

Request Type	Where to Modify
Address	Easy > Pace > PACE-HR > ESS > Home / Mailing Address
Emergency contacts	Easy > Pace > PACE-HR > ESS > Emergency Contacts
Mobile number	Easy > Pace > PACE-HR > ESS > Phone / Mobile Number

We take this opportunity to wish you all the best.

For Tech Mahindra Limited,



SATPAL TALWAR
Group Manager - Human Resources.
(Authorized Signatory)