



Mindtree

Welcome to possible

Registered Office Address: Mindtree Ltd.
Global Village, RVCE Post, Mysore Road,
Bengaluru-560059, Karnataka, India.
Corporate Identity Number (CIN): L72200KA1999PLC025564
E-mail: info@mindtree.com

Mindtree Limited

Letter of Undertaking

I, Santhana Kumar M, the undersigned acknowledge the receipt of **Laptop** along with accessories mentioned below and hereinafter collectively referred to as "**Laptop**" which is either owned or leased by Mindtree Limited ("Mindtree/ Company") and I undertake to the following:

1. I acknowledge that, any unauthorized or inappropriate use of **Laptop** by me would expose Mindtree to greater risk, including without limitation legal liability. I acknowledge that, **Laptop** is the property of Mindtree and must be used and maintained by me as per the Mindtrees' rules and regulations as per the link below:
<https://peoplehub.Mindtree.com/sites/InformationSecurity/Pages/LaptopPolicy.aspx?m6aID1n1>
2. I understand that, **Laptop** requires responsible management and I shall protect the same with the same degree of care as I would furnish to my own property and in no event, less than reasonable care.
3. I warrant that, I shall not use **Laptop** for any unauthorized/illegal purposes such as hacking, etc., in which case, I shall be solely liable for such acts and I shall hold harmless and indemnify Mindtree against all such losses, claims and liabilities resulting from such unauthorized/illegal act.
4. I warrant that, such **Laptop** shall not be misappropriated, loaned, pledged, sold, donated etc., by me to others.
5. I warrant that, I would use my best efforts to safeguard the **Laptop** against any loss, theft, damage (including from, any extreme temperature, heat, etc.,) or misuse or any kind of misappropriation.
6. I acknowledge that, I am obligated to take regular back-up manually and check for latest updates on antivirus software.
7. I acknowledge and undertake that, I shall use such **Laptop** only for the Company's business purposes in lieu of my employment services/association with the Company and not for any personal use or for the benefit of any third party.
8. Immediately upon termination of my employment or engagement with Mindtree, I shall return all such **Laptop** to Mindtree, in good condition (normal wear and tear acceptable).
9. In the event of any violation of the above obligations, I may be subject to any disciplinary action, including termination of my employment. Mindtree shall also be entitled to recover the cost of the lost or damaged **Laptop**, including settling of any dues associated with the same.
10. All disputes if any, arising out of or in relation to the aforesaid terms, shall be subject to jurisdiction of Courts at Bangalore only.
11. I acknowledge that in the event of any breakage due to mishandling, the cost for repairs which is not covered by warranty and insurance shall be recovered from me.
12. I further acknowledge that, I have been given ample opportunity to read and understand the contents of this Letter of Undertaking and I have on my own free will and volition agree to be bound by the same.

Mindtree Ltd

Global Village

RVCE Post, Mysore Road

Bengaluru - 560059

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IN WITNESS WHEREOF, the undersigned has signed and delivered this Letter of Undertaking on the date below date written.

Employee

Name	Santhana Kumar M.
MID	M1067340
Date	05 - May - 2021
Signature	M. Santhana Kumar

Issued By:

Name	Naveen N Swamy
MID	M9008200

Laptop Configuration and Accessories

Laptop Make and Model	HP 840 G7
Laptop SL No	SCG10579RH
Laptop Asset No.	LT44325
External Mouse	Yes
Carry Case/Laptop Bag	Yes
Charger/Adapter/Battery	Yes
Laptop Lock	NO
Other accessories	No