

28th March 2004

MR/MS ANIL GOGIA  
C-124, VIKAS PURI,  
NEW DELHI - 18.

Dear Mr. ANIL GOGIA,

It gives us immense pleasure in inviting you to join POLARIS as one of its valuable members. We believe that corporates grow and flourish fuelled by the enthusiasm and energy of the people who are willing to invest in to the future. We therefore believe that all our employees are truly our ASSOCIATES. We are happy that you are one such associate joining us in our effort to create a truly global corporation.

You will be designated as "SYSTEMS ENGINEER" and will report on your joining to **Project Manager -Enterprise Group 13** for your further assignments. Based on our policy and grading system you have been fitted in grade T120.

Your position will carry a gross compensation value of around Rs 3,20,000 per annum inclusive of the annual performance driven pay of Rs. \_\_\_\_\_ only.

You will be on probation normally for a period of one year from the date of joining and will be confirmed in the services based on your performance. Your association and employment will be governed by the various associate related policies and guidelines of the organization.

We would have the offer open till the 19th APR -04 and prefer you to join us before the 19th APR -04 on your joining day, we will require you to submit the various documents for our records, as mentioned in the list enclosed. Please return the signed duplicate copy of the letter as an acknowledgement.

As much as your association with POLARIS will be governed by the terms of offer made in this letter, it will be also guided by the core values and beliefs of our organization cherished over the last many years.

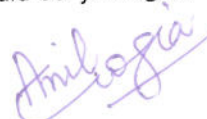
While welcoming you to POLARIS we are confident that you will contribute to the organization and its goals, add value through your roles and strengthen the Polaris "Power of Precision".

Sincerely,  
for **Polaris Software Lab Ltd**

  
**Bharathan Prahalad**  
Senior Manager—Talent Acquisition

I accept the above offer & would be joining on

19 APRIL

  
Signature

## LIST OF DOCUMENTS TO BE BROUGHT AT THE TIME OF JOINING

1. Two reference letters
2. Medical certificate indicating your fitness and blood group
3. Six passport size and three stamp size photographs with red colour background
4. Relieving order from your previous employer
5. Salary certificate from your previous employer indicating tax deducted so far
6. Copies of education certificates