

July 23rd, 2018

Ms. Priyanka Santoria

Mondal Para

Krishan Pura

Kolkata 700102

Dear Priyanka,

With reference to your application and subsequent interview, we are pleased to offer you a position with **Synechron Technologies Pvt. Ltd.** as **Sr. Associate - Technology** on the following terms and conditions:

1. Your remuneration, while posted in India, will be Rs. **10,00,000 (Ten Lakhs Only)** cost to the company, as per the attached Annexure, subject to Income Tax deductible at source.
2. You are requested to join us on or before **September 10th, 2018**.
3. In case there is any kind of Joining Bonus/Notice Buyouts the candidate/ employee has to serve a minimum period of one year with Synechron Technologies Pvt. Ltd., else they will have to reimburse the entire amount to Synechron Technologies Pvt. Ltd.
4. During your employment with the company, you will be governed by the service rules and regulations of the company in force or as introduced or amended from time to time.
5. During your employment with the company, you will be liable to be transferred to any of the offices, whether existing or to be set up, anywhere in India or abroad, on the same terms and conditions of employment at the sole discretion of the management.
6. In case of relocation for Joining, Company would be liable for all relocation expenses as per the bills provided for the same. This would include expenses incurred for moving yourself, family and household goods subject to an upper cap as per the policy of the organization. The candidate/ employee has to serve a minimum period of one year with Synechron Technologies Pvt. Ltd., else they will have to reimburse the entire amount to Synechron Technologies Pvt. Ltd.
7. Your employment with Synechron Technologies Pvt. Ltd. may be terminated by giving two month's notice period or payment of two month's salary in lieu thereof, by either side.

8. You may be required to sign a Service Agreement with the company if you are sent for any specialized training that may be required to upgrade your skills and knowledge in order to take up required responsibilities and assignments. You agree to pay Synechron all costs and expenses incurred for sponsoring specific training in the specialized areas, technologies and skills in case you leave the company within a period of one year after the completion of the specialized training. However regular training provided on technical skills would not be forming part of specialized training. As a process employee will be clearly communicated before undertaking the specialized skilled, technology training, for which the recovery would be applicable on employee not serving the organization for the specified period of employment as per the organization policy.
9. Your scope of work will be communicated to you after your joining wherein you shall be deemed to be under the Resource Management Group till further Project Allocation is communicated. You will be under training period till your final project allocation.
10. As discussed, our offer is contingent on your signing and agreeing to abide by the terms of our company's Confidentiality Agreement. In brief, the Agreement requires that you hold in trust and not disclose to any party, directly or indirectly, during your employment with our company and thereafter, any confidential information relating to, among other items, research, development, trade secrets, employee and / or customer prospect lists, or the business affairs of our company and any of its clients.
11. You have been engaged on the presumption that the particulars furnished by you in your application and resume are correct. In case the said particulars are found to be incorrect or that you have concealed or withheld some other relevant facts, your appointment with the company shall stand terminated / cancelled without any notice.
12. Please sign the duplicate copy of this letter on each page, to be returned to us as your acceptance of this offer and the terms/conditions detailed in this letter. Please note that no commitments other than what is mentioned in this letter & its annexure will be applicable to you or entertained by us.

You are advised to go through the contents of this letter of offer and annexure before signing the duplicate copy.

We take pleasure in welcoming you to Synechron Technologies Pvt. Ltd. and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit.

Sincerely,

For **SYNECHRON TECHNOLOGIES PVT. LTD.**

Rahul Bhattacharjee
Manager - Recruitment

Agreed and accepted:

I have read, understood and agree with the terms stated in this letter. My signature below constitutes an acceptance of this offer of employment

Signature (**Priyanka Santoria**)

Date: _____

July 23rd, 2018

Annexure to Letter of Offer

Name: Ms. Priyanka Santoria

Designation: Sr. Associate - Technology

FIXED SALARY	Per Month (Rs.)	Annual (Rs.)
Basic salary	33,333	4,00,000
House Rent Allowance	13,333	1,60,000
Leave Travel Allowance	2,778	33,333
Transport Allowance	1,600	19,200
Medical Reimbursement	1,250	15,000
Statutory Bonus	1,000	12,000
Professional Allowance	26,039	3,12,467
Company's Contribution to Provident Fund	4,000	48,000
CTC as per Appointment Letter	83,333	10,00,000

Other benefits:

1. Synechron provides a Group Term Life insurance cover of Rs.30 Lakhs.
2. Synechron provides a Group Personal Accident insurance cover of Rs.5 Lakhs.
3. Synechron provides a Group Medclaim Policy for all the employees and this is a co-pay policy wherein 50% premium is borne by the employer.

For **SYNECHRON TECHNOLOGIES PVT. LTD.**

Rahul Bhattacharjee
Manager - Recruitment