

[REDACTED]

24 August 2025

[REDACTED]
Sonali Prakash
MB1-003, Astro Masion Douce HN Halli LK Road, Doddakanelli, Sarjapur,

Dear Sonali Prakash

We are pleased to extend an Offer to join [REDACTED] as per the terms and conditions of the offer letter and its accompanying annexures:

[REDACTED]
[REDACTED]
Job Family Group - Software Engineering
At this stage we expect you to join us at Bengaluru

You will be expected to work from the office location tagged to your project/role/client [REDACTED]. Exceptions if any/granted, will be interim / temporary, and will be subject to review with HR/business/client. The Company reserves the right to ask you to come to office locations pursuant to our business needs and client requirements. Working remotely is subject to business requirement and you agreeing to terms of the Remote working conditions listed in the attached Declaration. This offer is contingent to the above-mentioned agreement.

ANNEXURE AND TERMS OF EMPLOYMENT DETAILS

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Annexure 3 for Remote working condition - Declaration to be submitted by you.
- Annexure 4 for declaration to be submitted by you.
- Annexure 5 for the Terms of Employment, Compensation Plan and Car Lease Scheme

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

Please note that after joining the Company you may be required to undergo further trainings, assessments and verifications and your employment with the Company shall be subject to successful completion of such trainings, verifications and assessments.

employment.

_____, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 2.

Post accepting this Offer, you are required to submit certain prerequisites / documents (Refer Annexure). The Offer will be contingent upon successful verification of your documents against the Employment Application Form submitted by you _____

In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to an aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test/and/or any other verifications based on the project you are deployed. This offer and your employment with the Company are contingent upon you completing particular tests/and/or any other verifications as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test/and/or any other verifications, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

If we do not receive your acceptance or if, after receiving your acceptance of this Offer, if you do not join the Company on the mutually agreed date of joining, the terms of this letter and this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. This offer also will be revoked based on the contingencies mentioned in the earlier para of this offer letter.

Important to note:

Your joining and employment with the Company will be subject to submission of all the above along with the mandatory documents listed in Annexure 2.

You are required to provide copies of all mandatory documents required by the Company before joining and during the course of your employment, as per the timelines specified/ communicated by the Company from time to time. You may be required to submit additional documents which include but are not limited to your education and past employment/s. The offer of employment and your employment with the Company is dependent on timely submission of such required documents. Non furnishing of mandatory document/s within the specified time shall result in revocation of this Offer/termination of employment.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive acceptance/acknowledgement for all the documents, including Annexures 1 to 5 (as applicable) as a part of the offer in the candidate application portal in seven (7) days from you or after receiving your acceptance/acknowledgement of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you unless otherwise communicated to you by the company in writing. The Company at its sole discretion (including but not limited to unforeseen circumstances like a pandemic or natural calamities) may extend or defer the start date of your joining, for which deferment you will be duly informed. Your joining date and employment with the Company will then start from such deferred/extended date. The start of employment with the Company will be the date on which you have joined the company i.e. onboarding date.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration and in the application form is accurate, factually correct, and complete and no material information has been withheld by you _____

employment basis preliminary information & documentation provided by you at the registration stage [REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED] You may also be during your course of employment required by the company to provide documentation an information from time to time, you shall provide the same within the timelines prescribed by the company. Non furnishing of mandato document/s within the specified time shall result in termination of employment.

If we do not receive your acceptance or if, after receiving your acceptance of this Offer, if you do not join the Company on the mutua agreed date of joining, the terms of this letter and this Offer of employment will be deemed to have been rejected by you, unle otherwise communicated to you by the Company in writing. This offer also will be revoked based on the contingencies mentioned the earlier para of this offer letter.

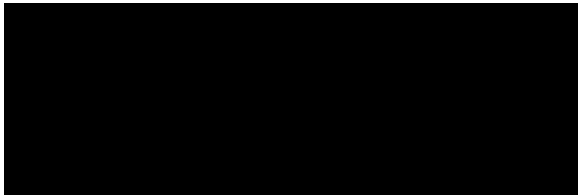
Sonali, we look forward to hearing from you regarding your decision to join our team [REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

Recruitment team:

[REDACTED]
[REDACTED]

We believe you have a successful career ahead of you and look forward to your joining us.



ACKNOWLEDGED AND AGREED:

Candidate's Signature {{Sig_es_:signer1:signature}}

Sonali Prakash

Date: {{Dte_es_:signer1:date}}

ANNEXURE 1: COMPENSATION & BENEFITS

TOTAL CASH COMPENSATION ELEMENTS		
Total Cash Compensation:		
	Annual (INR)	
(A) Annual Fixed Compensation*	INR 2,903,597/-	
(B) Variable Bonus earning potential	Min.	Max.
	0%	27%
Annual Total earning potential (A+B)	Min.	Max.
	INR 2,903,597/-	INR 3,687,568/-
(C)#Additional Notional Benefits		
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 48,800/-	
Notional Insurance Premium paid by Company	INR 17,400/-	
(D)##Additional Discretionary Reimbursements		
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)	
(E) Optional opportunity to participate in the Employee Share Purchase Plan		
Employee Share Purchase plan – [REDACTED] at 15% discount on the fair market value	INR 43,500/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]	

Total Cash Compensation Elements*Annual Fixed Compensation****

*Annual Fixed Compensation includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. It includes employer's contribution to Provident Fund, as applicable. Please refer to 'Compensation Plan Guidelines' document and Allsec Payroll FAQs which elaborates the guidelines applicable to structure your Fixed Compensation.

Note: For International Worker Only*

As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Worker Exemptions if any, shall be as per the existing law. Appropriate employee's contribution to PF will be deducted and submitted to the regulators by the Company as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from

Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.
*As defined by applicable law from time to time.

VARIABLE BONUS

You will be eligible to participate in the FY24-25 Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0% to 27%** of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your individual performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw and/or modify any of the terms and conditions of the IPB programme guidelines. [REDACTED]

BENEFITS APPLICABLE FOR CURRENT COMPANY FINANCIAL YEAR

In addition to your annual total cash compensation, effective your date of joining, you will be eligible for the following benefits, which will be governed by Company policy:

Insurance Policy	Coverage for	Coverage Amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 4 Dependent children	INR 5,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to two times of your annual fixed compensation with minimum cover of INR 7,50,000/-	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 7,05,000/- (If you contribute towards Employee Provident Fund)	Company

1. a. [REDACTED] that covers you, your spouse/partner, and up to 4 dependent children with a Sum Insured of INR 5,00,000 per annum [REDACTED] and you need to enroll your dependents through our third-party portal within 30 days of your joining. This plan allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b. [REDACTED], parents-in-law and siblings under our optional policy. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

c. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage each claim, as under:

- 10% of such claims for self, spouse /partner and up to 4 dependent children
- 20% of such claims for parents, parent's in-law and siblings under the separate Insurance plan

Please note that all insurance benefits whether (Base or optional) will have a co-payment provision subject to the terms of the insurer.

2. [REDACTED]

a. [REDACTED]

3. [REDACTED] Group Life Insurance coverage from the date of joining equivalent to **two times** of your annual fixed compensation with minimum cover of **INR 7,50,000/-**

a. [REDACTED] negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(C) Gratuity amount shown in the cash component elements is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, amendment or prevailing legislation at that point of time and subject to eligibility and Company procedure and process at the time your exit from the Company.

##(C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. [REDACTED]

[REDACTED]. Applicable only for current Insurance Policy period (April – March) and can be withdrawn at any time at company's discretion

##(D) Reimbursements would be approved as per the policies' terms & conditions. The reimbursement amounts are subject company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5. You will also be eligible for the Employee Stock Purchase Plan*, which will provide a 15% Discounted Rate on ACN Stock traded NYSE.

[REDACTED]

B. Other Benefits:

6. You can avail reimbursements for annual Preventive Health Check for up to INR 5,000 per policy year (April 1 to March 31) for spouse/partner, and up to 4 dependent children, over and above your base medical insurance cover.

7. Leaves: You are eligible for various leaves, including Parental (Maternal, Surrogacy, Adoption & Secondary Caregiver), Bereavement. Additionally, you can avail Earned Leave, Sick & Wellness Leave, and Casual Leave [REDACTED]

[REDACTED]

You are entitled to 10 public holidays—eight fixed and two floating holidays in a calendar year (except in Kerala).

8. Hours that Help (HTH): We offer the HTH program, enabling eligible employees to donate earned leaves, to support colleagues during medical emergencies.

9 [REDACTED]

[REDACTED] EAP services cover up to 5 in person visits, short-term counseling, confidential access to assessments, referrals and follow-up service.

10. We also offer access to financial wellness programs that provide valuable resources, tools, and expert advice to help you make informed financial decisions. Whether it's budgeting, saving for retirement, or managing debt, we aim to empower you with the knowledge and skills needed to achieve your financial goals.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Relocation Assistance programme guidelines.

GST CLAUSE

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding month. [REDACTED] Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.

GENERAL TAX

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

ANNEXURE 2 : REQUIRED DOCUMENTATION

- Two copies of your recent passport size photographs (mandatory to be submitted on day 1)
- PAN card copy (mandatory to be submitted on day 1)
- Document/s containing start date and end date of the last two employers
- Copy of Degree/PG/Diploma (wherever applicable) certificates
- Copy of all semester mark sheets (last semester mandatory)
- Relieving Letters from previous employer

• [REDACTED]

• [REDACTED]

- Experience Certificate from 2 previous employers (if relieving letters not submitted)
- Passport copy , if available (if not please apply immediately)
- Certification Completion Document (as mentioned in the eligibility criteria)

Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadha details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidential provisions to meet any regulatory requirements and internal procedures of the company including but not limited to make verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

ANNEXURE 3: REMOTE WORKING CONDITIONS - DECLARATION

NOTE:

- [REDACTED]
- [REDACTED]

While working remotely:

- [REDACTED]
- [REDACTED] and intellectual property
- I agree that I will use a secure and private workspace to meet the confidentiality requirements of my role
- I agree and undertake to follow the work timings defined by my organization
- I understand that it is my responsibility to ensure that power and internet connectivity access is available to perform my role
- I understand and confirm that I will be responsible for safety and security of the company assets assigned to me
- I understand and agree that I will be responsible for my well-being, health and safety while working remotely

[REDACTED]

ANNEXURE 4 : DECLARATION

I hereby represent and warrant that as of my effective start date of employment with the Company, I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-à-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employment and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to company, including any such documents or materials from my previous employer. To the extent I feel that my employment at company would require me to bring any third party documents or materials to company I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employment and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

Sonali Prakash

Date: {{Dte_es_1:signer1:date}}

Disclaimer

"This document and any attachments to it (in part or in whole the "Communication") are confidential, may constitute inside information and are for the use only of the addressee. The Communication is the property of company and its affiliates and may contain copyrighted material or intellectual property of company and/or any of its related entities or of third parties. If you are not the intended recipient of the Communication or have received the Communication in error, please notify the sender or company immediately, return the Communication (in entirety) and delete the Communication (in entirety and copies included) from your records and system. Unauthorized use, disclosure or copying of this Communication or any part thereof is strictly prohibited and may be unlawful. All views expressed in the Communication are those of the individual sender only, unless expressly stated to be those of company and its affiliates. company does not guarantee the integrity of the Communication, or that it is free from errors, viruses or interference."