

**03-Jul-2019**

**Lakshmi Kalatippi  
Mumbai.**

**Dear Lakshmi Kalatippi ,**

This is with reference to the discussions you had with us in the last few days based on which we are now pleased to offer you a position with us as an employee at our **Client Location at Pune** office. You will be designated as **Technical Analyst at G3**.

On joining, you will be called upon to sign an Appointment Letter specifying the terms and conditions of employment as applicable from time to time. The Appointment Letter will come into effect not later than **08-Jul-2019**. The compensation would be as per the Annexure given along with this Letter of Intent. Your compensation shall be reviewed annually.

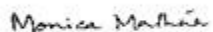
Your appointment is transferable and the Company at its discretion may transfer you to any other department or to any place in India or outside India and as such you may, at any time, be transferred to any of the offices of the Company, its associates, organizations with whom the company has transactions, whether the office, subsidiary, associate or organization is in existence today or is to be set-up hereafter. While every attempt will be made to give you reasonable advance notice of such transfer, however, in case of emergency such transfers may be made effective immediately.

You will be on permanent rolls of the company from the day of joining and consequently, a stipulated notice period of three months or salary in lieu thereof, will be applicable to you from the day of joining. Salary for purpose of this clause means Basic Salary. However, the decision to release you earlier than three months would be solely at the discretion of the management. Not with standing anything contrary contained herein the notice period stated in this section is subject to any other agreement / understanding or trainee bonds that the employee has entered into with the company whether in past, present or future, AND in the presence of such agreement / understanding or trainee bonds, the notice period stated in this section shall apply on completion of such other term / period / duration as agreed under any such documents / agreements.

Please indicate your acceptance of this offer by 04-Jul-2019. This offer is further subject to your completing successfully the background verification stipulated by Hexaware Technologies Limited.

As a token of your acceptance, that you have read and understood this Letter of Intent and Annexure, please sign the duplicate copy of this letter and confirm the date on which you can begin your employment with us.

Truly yours,  
For Hexaware Technologies Limited,



**Monica Mathur**  
**Associate Vice President– Recruitment**

I accept the above offer of employment  
**Lakshmi Kalatippi**

<b>ANNEXURE I</b>		
NAME: <b>Lakshmi Kalatippi</b>	DATE: <b>03-Jul-2019</b>	
EMP NO:	DOJ: <b>08-Jul-2019</b>	
DESIGN: <b>Technical Analyst</b>	GRADE: <b>G3</b>	
<b>w.e.f. 08-Jul-2019</b>	<b>Monthly</b>	<b>Annual</b>
<b>Fixed components</b>		
Basic	22,083	2,65,000
HRA		66,250
Conveyance		19,200
Flexible components <sup>1</sup>		3,94,500
Medical Allowance	1,250	15,000
<b>Total - Fixed Components</b>		<b>7,59,950</b>
<b>Variable components :</b>		
Variable amount on Individual Performance <sup>2</sup>		42,500
<b>Total – Variable Components – at maximum</b>		<b>42,500</b>
<b>Other Annual Benefits</b>		
Medical Insurance premium contribution <sup>4</sup>		2,500
<b>Retiral benefits</b>		
Gratuity premium contribution <sup>3</sup>		13,250
Provident Fund @12% of Basic	2,650	31,800
<b>Total</b>		<b>45,050</b>
<b>Total Cost To Company</b>		<b>8,50,000</b>

**Notes:**

1. You will be able to split your entire flexible component amount into various elements in line with the Company guidelines.
2. Individual variable payment, if applicable, will be paid as per Hexaware Variable Payout policy.
3. Statutory Bonus will be payable along with the monthly salary.
4. You will be eligible for benefits under the Gratuity Scheme of Hexaware Technologies Limited, subject to a minimum of 5 years of continuous service with Hexaware.
5. You will be covered for Mediclaim insurance under the Group Hospitalization scheme of the Co.