Date: 05/17/2021

**TO WHOMSOEVER CONCERNED**

To,

US Citizenship and Immigration Services (USCIS),

United States

Dear Sir/Madam,

**Subject: L-1B Application for Perumal Narendran**

HCL America has entered into a service agreement with United Services Automobile Association (USAA) to provide Software Development Service for the period of 3 years.

The employee will be providing the information technology and consulting services on behalf of HCL America Inc starting 09/03/2021 at this work location United Services Automobile Association (USAA), 9800 Fredericksburg RdSan Antonio, TX 78288, USA. We would like to continue with his services for entire period of Service Agreement.

We would like to deploy the employee at the above location as he is well aware of the existing system and has an expertise in the specialized technologies used by the Client. The employee has a Master of Computer Application Degree in Computer Science field which helps him to understand & deliver services expected by the Client.

The requirement of a Bachelor’s degree or its equivalent is the normal for the industry for such positions. This requirement is not only a must for the petitioner, but also a must to provide technical solutions to clients. The work done requires the services of a person who has a college degree or its equivalent in the occupational field.

He will be working for 40 hrs per week during the assignment period and will be paid directly by the HCL America Inc., as per company’s standard policies.

The employee will be reporting to me & I will be responsible for all his activities during the period of assignment.

We therefore request you to please provide with the necessary work authorization to the employee.

In case you need any further clarification, please feel free to contact us:

Regards,

**Sivakumar Muniappan**

Senior Project Manager

9800 Fredericksburg Road, San Antonio, TX 78288

HCL America Inc.

sivakumarm@hcl.com

210-275-3418

Date: 05-17-2021

**The Employer/Employee Relationship**

In support of our petition for L-1B Non-Immigrant classification on behalf of the fore-mentioned L-1B Candidate for whom we propose to employ. To this end, we take the liberty of providing the following information regarding the nature of our business Operations, the proposed employment and the candidate qualifications.

The Employer/Employee relationship

HCL America (HCLA) attests that the beneficiary is coming to the U.S temporarily to work in a speciality Occupation. A valid Employer-employee relationship exists between HCLA and beneficiary.

HCLA attest to the following:

1. HCLA will supervise the beneficiary work and such supervision will continue at both Onsite/Offshore Work locations.
2. If supervision is at offsite, the beneficiary's work will be fully controlled and supervised by the Manager of HCLA (Petitioner). The Manager in charge of the whole on-site team will be assigning the work and will create schedule sheet to track and supervise the work of the beneficiary during his stay in US. employees working at customer sites report to HCLA Managers who are responsible for reviewing the employees’ performance
3. HCLA does and will continue to retain complete employment control of the beneficiary. HCLA is responsible for the payment of salaries, administration of benefits and payment of all required taxes in connection with the beneficiary’s employment. HCLA’s customer has no authority to take any decisions on any aspect governing the terms and conditions of the beneficiary’s employment. Although HCLA's professionals may be temporarily located at client sites, they retain full and complete control over the beneficiary.
4. HCLA provides tools or instruments needed for the beneficiary to peform duties related to employment.
5. HCLA has exclusive discretion relating to all employment decisions regarding the beneficiary’s employment, including hiring, firing, performance evaluations and any disciplinary actions.
6. HCLA's employees are subject to regular performance reviews in order to determine raises and promotions, as well as to ensure client satisfaction.
7. HCLA fully informs its H-IB professional employees of their tax duties in the U.S., if applicable. In turn, HCLA consistently reports the wages paid to its professional employees, as required by law
8. HCLA will provide the beneficiary with employee benefits.
9. The Employee will use utilize this expertise and their knowledge of HCLA’s tools and technologies to perform the duties of employment.
10. The Employee will produce end product that is directly linked to HCLA’s line of Business.
11. HCLA will control the manner and means in which the work product of beneficiary is accomplished.

Thank you for your assistance and attention to this matter. Please feel free to contact me with any questions.

Regards,

**Sivakumar Muniappan**

Senior Project Manager

9800 Fredericksburg Road, San Antonio, TX 78288

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210-275-3418 Date: 05-17-2021