

April 21, 2021  
Pramod Gawali  
Ome Niwas Ome Colony - 1,  
Near Hanuman Sweets Bijlinagar (Chinchwad),  
Pune - 411030

**Subject: Employment Letter**

Dear **Pramod**,

We are pleased to inform that you have been selected for employment with us as **Consultant** (GCM Level - GCM 4) under Operations Career Track . Your total emoluments are **Rs. 1,287,000/-** per annum, are described in Annexure A. This includes Variable Pay of Rs. **64,350/-** per annum. This Variable Pay Component will be payable based on Employee Rating and Company's performance (Revenue and Operating Margin) and subject to you being on the rolls of the company on the date of disbursement.

You will be able to opt for Flexi Pay option to the extent of Basket of Allowance (BOA) amount. Flexi pay covers various allowances inclusive of Leave Travel Allowance, Telephone Reimbursement, and Meal Allowance etc. Option to avail flexi pay will be available on our payroll vendor portal, post your first payout effective your date of joining.

You may also be assigned and / or deputed to any other subsidiary / affiliated companies / divisions / location whenever the company may deem fit.

Your employment shall be confirmed effective from your date of joining the Company.

Either party can terminate this employment agreement by providing a notice period of 90 days, to the other party. Payment of basic pay in lieu of such notice, to the other party, will be at the sole discretion of the company.

For Company Initiated relocation request, relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

This offer is subject to your satisfactory completion of background verification. Your retention in Company's employment will be subject to your continued medical fitness. Company reserves the right to ask you to undergo medical examination if and when considered necessary.

You are requested to confirm the receipt and acceptance of your offer in writing, within 3 Business days from the date of issue, failing which the offer extended to you, stands cancelled. You are hereby requested to report for duties in our **Pune** office on or before **June 7, 2021**.

Please return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions of employment offered herein.

Company is committed to protect your privacy. The Privacy Statement ("Statement") explains how we use and protect your personal data in our human resources systems throughout the course of your employment relationship with the Company. This privacy statement is available on our website portal (<https://www.atos-syntel.net/legal>) for your reference.

We take the opportunity to welcome you into Atos|Syntel family, and look forward to a very fruitful association with you.

Yours sincerely

**For SYNTEL PRIVATE LTD,**



**Adarsh Krishna**  
**Deputy General Manager - HR**

Encl: Acceptance Copy

**I accept the offer on the stipulated terms and conditions and shall join ATOS|SYNTEL on**  
**\_\_\_\_\_ date and signature \_\_\_\_\_**

**Annexure A - Salary Distribution**

**Name** : Pramod Gawali  
**Designation** : Consultant  
**GCM Level** : GCM 4  
**Career Track** : Operations

Pay and Allowance	Rs Per Annum
Basic Pay	<b>450,450</b>
Co's Contribution to Provident Fund	<b>21,600</b>
<b>Variable Pay</b>	<b>64,350</b>
Basket of Allowance	<b>750,600</b>

  

<b>Annual Cost to Company (CTC)</b>	<b>1,287,000</b>
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**Notes:**

1. The Salary / allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income Tax Laws.
2. All payments would be as per company rules & regulations and administrative procedures / regulations. Individual components and amounts against each component may undergo modification from time to time depending on Statutory regulations.
3. As per Company policy, you will be covered under a company provided Medical Insurance.
4. You can opt for Provident Fund @12% of basic as your contribution and company contribution towards Provident fund. This is a Scheduled activity you will be communicated in advance to avail this benefit.

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**Adarsh Krishna**  
**Deputy General Manager - HR**