

## H1B Compliance Agreement

U.S. law and regulations require H-1B workers and the companies that employ H-1B workers to post certain information contained in the Labor Condition Application for H-1B Nonimmigrants at worksites where H-1B employees actually perform their job duties, even if it is at a client's office. In some cases it is also required that employers file amended H-1B petitions when employees move from one worksite to another. It is extremely important that employees of ExlService Holdings, Inc., including its subsidiaries and affiliates ("EXL"), and EXL follow these rules. Failure to follow these rules could result in EXL being fined and debarred from using the H1-B program for all company employees. In addition, employees who are working at worksites where the proper posting has not been accomplished or a required H-1B amendment has not been filed could be considered as not maintaining their lawful immigration status in the United States. As a result of a failure to follow these rules, such employees risk losing their immigration status and could face deportation.

For these reasons it is critical that employees and managers notify EXL's Human Resources Department ([#US-Immigration@exlservice.com](mailto:#US-Immigration@exlservice.com)) any time they become aware that an employee with H-1B status will have to work at a new physical worksite. This includes anytime a client site changes.

As a condition of your continued employment at EXL you must sign the following certification:

I \_\_\_\_\_ (full name), certify that I will notify EXL's Human Resources Department ([#US-Immigration@exlservice.com](mailto:#US-Immigration@exlservice.com)) as soon as I learn that I or one of my subordinates will have to work at a new worksite. Under no circumstances will I begin working at a new worksite or allow a subordinate to begin working at a new worksite without notifying the Human Resources Department ([#US-Immigration@exlservice.com](mailto:#US-Immigration@exlservice.com)) and allowing them time to file necessary amendments, if any. If I do so, I understand that EXL has the option of taking employment actions against me for this serious violation, up to and including termination of my employment.

Signature	
Full name (as in Exl record)	
Exl Employee id	
Supervisor's name	
Supervisor's Exl employee id	
Current Location	