Date: 27-SEP-2022

LETTER OF INTENT TO OFFER

Dear Mr. Krishna Satya,

With reference to your participation in "Nala Robotics Campus Recruitment Drive" we are pleased to inform you that you have been selected as an "Assistant Engineer" and would be working from our R&D Center in Hyderabad.

Your gross annual remuneration (CTC) will be 10,00,000 (Rupees Ten Lakhs Only) Per Annum out of which 9,00,000 will be your fixed CTC and 1,00,000 will be your variable pay. Please refer to the details of the salary break-up in Annexure A.

You are requested to complete your joining formalities by submitting all the required documents at the time of joining.

The offer letter is the intent of making an employment proposition and will be deemed concluded only upon the issuance of the appointment letter as well as on submission of all documents.

Welcome aboard! We look forward you to joining our organization.

Yours truly,
For NALA Robotics

Balaji Koneru
General Manager

Plot No 36 A, TIE, IDA, Balanagar, Hyderabad, Telangana - 500037
www.nalarobotics.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Date: 27-SEP-2022

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Yours truly,
For NALA Robotics

Balaji Koneru
General Manager

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www.nalarobotics.com

NALA ROBOTICS

Date: 27-SEP-2022

LETTER OF INTENT TO OFFER

Dear Ms. Deepika Talluri,

With reference to your participation in "Nala Robotics Campus Recruitment Drive" we are pleased to inform you that you have been selected as an "Assistant Engineer" and would be working from our R&D Center in Hyderabad.

Your gross annual remuneration (CTC) will be 7,00,000 (Rupees Seven Lakhs Only) Per Annum out of which 6,30,000 will be your fixed CTC and 70,000 will be your variable pay. Please refer to the details of the salary break-up in Annexure A.

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Balaji Koneru
General Manager

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www.nalarobotics.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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Date: 27-SEP-2022

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DVR & Dr HS MIC College of Technology

NALA ROBOTICS

Date: 27-SEP-2022

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For NALA Robotics

Balaji Koneru
General Manager

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www.nalarobotics.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Yours truly,
For NALA Robotics

Balaji Koneru
General Manager

Date: 27-SEP-2022

LETTER OF INTENT TO OFFER

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With reference to your participation in 'Nala Robotics Campus Recruitment Drive" we are pleased to inform you that you have been selected as an "Assistant Engineer" and would be working from our R&D Center in Hyderabad.

Your gross annual remuneration (CTC) will be 7,00,000 (Rupees Seven Lakhs Only) Per Annum out of which 6,30,000 will be your fixed CTC and 70,000 will be your variable pay. Please refer to the details of the salary break-up in Annexure A.

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Yours truly,
For NALA Robotics

Balaji Koneru
General Manager

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www.nalarobotics.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Date: 27-SEP-2022

LETTER OF INTENT TO OFFER

Dear Ms. Kavya Bolla,

With reference to your participation in "Nala Robotics Campus Recruitment Drive" we are pleased to inform you that you have been selected as an "Assistant Engineer" and would be working from our R&D Center in Hyderabad.

Your gross annual remuneration (CTC) will be 10,00,000 (Rupees Ten Lakhs Only) Per Annum out of which 9,00,000 will be your fixed CTC and 1,00,000 will be your variable pay. Please refer to the details of the salary break-up in Annexure A.

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For NALA Robotics

Balaji Koneru
General Manager

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www.nalarobotics.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Date: 27-SEP-2022

LETTER OF INTENT TO OFFER

Dear Ms. Shaik Afreen Fathima,

With reference to your participation in "Nala Robotics Campus Recruitment Drive" we are pleased to inform you that you have been selected as an "Assistant Engineer" and would be working from our R&D Center in Hyderabad.

Your gross annual remuneration (CTC) will be 4,00,000 (Rupees Four Lakhs Only) Per Annum out of which 3,60,000 will be your fixed CTC and 40,000 will be your variable pay. Please refer to the details of the salary break-up in Annexure A.

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For NALA Robotics

Balaji Koneru
General Manager

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www.nalarobotics.com

Training & Placement Officer
DVR & Dr HS MIC College of Technolog

19H71A0413

NALA ROBOTICS

Date: 27-SEP-2022

LETTER OF INTENT TO OFFER

Dear Ms. Venkata Sri Pranathi Nedunuri,

With reference to your participation in "Nala Robotics Campus Recruitment Drive" we are pleased to inform you that you have been selected as an "Assistant Engineer" and would be working from our R&D Center in Hyderabad.

Your gross annual remuneration (CTC) will be 7,00,000 (Rupees Seven Lakhs Only) Per Annum out of which 6,30,000 will be your fixed CTC and 70,000 will be your variable pay. Please refer to the details of the salary break-up in Annexure A.

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Yours truly,
For NALA Robotics

Balaji Koneru
General Manager

Training & Placement Officer
DVR & Dr HS MIC College of Technology

NALA ROBOTICS

ANNEXURE A

Name of the Employee: **VENKATA SRI PRANATHI NEDUNURI**
Designation: **" Assistant Engineer"**
Annual CTC: **7,00,000**

CTC			7,00,000
Components In Salary	Percentage	Per month	Per annum
Basic Salary	50%	26250	315000
HRA		13125	157500
Conveyance		1600	19200
Medical Allowance		1250	15000
Special Allowances		10275	123300
Variable pay			70000
PF Contribution		3600	43200
ESI Contribution		0	0
Professional Tax		200	2400
Income Tax		0	0
Total Deductions (PF + ESI + PT)		3800	45600
Net Salary (Gross-Total deductions)		48700	584400
Gross Salary		52500	630000
Variable pay			70000

Yours truly,
For NALA Robotics

Balaji Koneru
General Manager

Training & Placement Officer
DVR & Dr HS MIC College of Technology

NALA ROBOTICS

Date: 27-SEP-2022

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General Manager

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www.nalarobotics.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

458

TNP MIC College <tnp@mictech.ac.in>

Fwd: Byjus || Selection for InsideSales Hyderabad SSP Onboarding

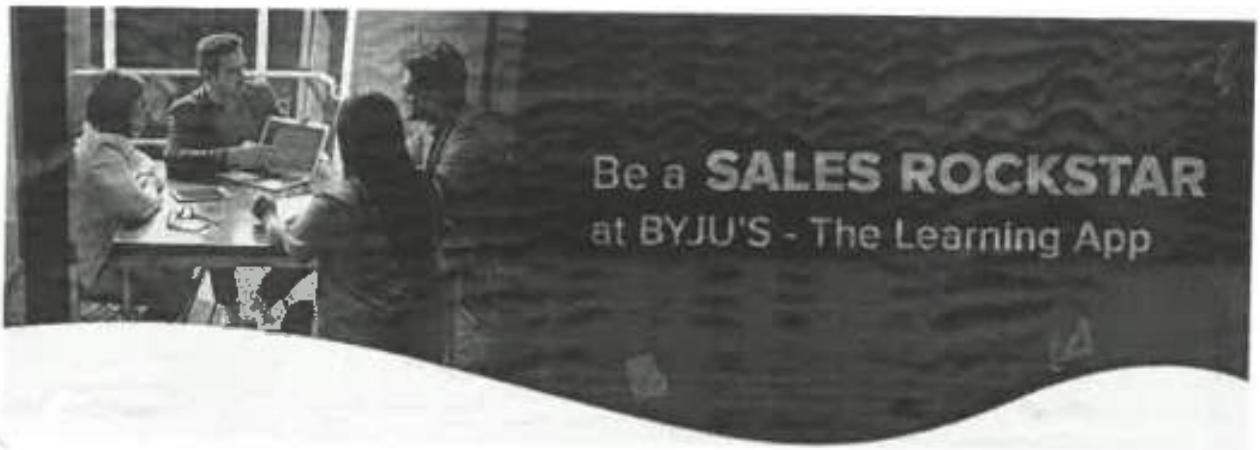
1 message

458 Abdulla Sayyad <abdullaabdullasyedd@gmail.com>
To: tnp@mictech.ac.in

Sat, Jun 24, 2023 at 12:00 PM

---------- Forwarded message ---------
From: **458 Abdulla Sayyad** <abdullaabdullasyedd@gmail.com>
Date: Sat, 24 Jun, 2023, 11:58 am
Subject: Fwd: Byjus || Selection for InsideSales Hyderabad SSP Onboarding
To: <Tnp@mictec.ac.in>

---------- Forwarded message ---------
From: **madhan.p@byjus.com** <madhan.p@byjus.com>
Date: Fri, 23 Jun, 2023, 8:55 pm
Subject: Byjus || Selection for InsideSales Hyderabad SSP Onboarding
To: <abdullaabdullasyedd@gmail.com>



Dear Candidate,

We are delighted to inform you of your successful completion of Byju's workshop (sales grooming and development program).

The next step in your journey is to participate in an office tour followed by 3.5 weeks of on-the-job training. During this period, you will receive a stipend of 10,000/-

Upon successful completion of the three weeks of on-the-job training, you will be offered the role of Business Development Associate (BDA). Initially, your salary for the first three months will be 16000, and starting from the fourth month, your annual package will be 4 LPA + 3 LPA (incentives).

Furthermore, an additional amount of 18000 will be rewarded if and only if you achieve 2 valid sales and 6 valid conduction during the on-the-job training period (three weeks).

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Gmail

TNP MIC College <tnp@mictech.ac.in>

[WARNING: MESSAGE ENCRYPTED]TCS NQT FY23 - First List of Selected Candidates - << DVR and DR.HS MIC college of Technology>>

Harini Gaddam <harini.gaddam@tcs.com>
To: "tnp@mictech.ac.in" <tnp@mictech.ac.in>
Cc: Vara Prasada Rao Madala <va.madala@tcs.com>, Fatima Zohra <fatima.zohra@tcs.com>, Parveen Ahmed <parveen.b@tcs.com>

Fri, Nov 25, 2022 at 12:20 PM

TCS Confidential

Dear K Prasad Sir,

Greetings from TCS Hyderabad Campus Recruitment Team.

I'm happy to announce the **First list of selects** from the batch of YOP 2023 from your college from the NQT hiring event conducted recently.

Request your kind help in blocking these candidates for TCS.

The excel sheet is password protected and password for the same will be shared with you in a subsequent e-mail.

I will share additional list of selects (if any) very soon.

NOTE:- Offer and subsequent joining of the selected candidate into TCS will be subject to candidate meeting the eligibility criteria of TCS.

Thanks & Regards

Harini Gaddam

harini.gaddam@tcs.com

Campus Recruitment Team - Hyderabad

Tata Consultancy Services Ltd.

TCS does not charge any fee at any stage of the recruitment & selection process.
TCS has not authorized any person / agency/partner to collect any fee for recruitment from candidates.

If at all you notice the above please bring it to our attention immediately"

TCS Confidential

Notice: The information contained in this e-mail message and/or attachments to it may contain confidential or privileged information. If you are not the intended recipient, any dissemination, use, review, distribution, printing or copying of the information contained in this e-mail message and/or attachments to it are strictly prohibited. If you have received this communication in error, please notify us by reply e-mail or telephone and immediately and permanently delete the message and any attachments. Thank you

Training & Placement Officer
DVR & Dr HS MIC College of Technology

REFERENCE ID	CANDIDATE NAME	Offer Type	College Name
DT20223131431	Likitha Vootla	Ninja	DVR & Dr. HS MIC College of Technology
DT20229858961	Yeswanth Kollipara	Ninja	DVR & Dr. HS MIC College of Technology
DT20229867521	Yamini Kagitha	Ninja	DVR & Dr. HS MIC College of Technology
DT20229783912	Sailaja Bachu	Ninja	DVR & Dr. HS MIC College of Technology
DT20229754624	Krishna Sathya Nandigama	Ninja	DVR & Dr. HS MIC College of Technology
DT20229750178	Nagavarshitha Sonti	Ninja	DVR & Dr. HS MIC College of Technology
DT20221007097	Sravya Pulipati	Ninja	DVR & Dr. HS MIC College of Technology
DT20222841266	Sameera Shaik	Ninja	DVR & Dr. HS MIC College of Technology
DT20222999646	Meghana Morampudi	Ninja	DVR & Dr. HS MIC College of Technology
DT20222951251	Sudheshna Kondapalli	Ninja	DVR & Dr. HS MIC College of Technology
DT20222872577	Harshini Adusumilli	Ninja	DVR & Dr. HS MIC College of Technology
DT20223019737	Manikanta Bolem	Ninja	DVR & Dr. HS MIC College of Technology
DT20222927731	Supraja Nomula	Ninja	DVR & Dr. HS MIC College of Technology
DT20222933213	Satyakiran Parasaram	Ninja	DVR & Dr. HS MIC College of Technology
DT20222953876	Manikanta Cheruvu	Ninja	DVR & Dr. HS MIC College of Technology
DT20223154761	Hemasri Tummala	Ninja	DVR & Dr. HS MIC College of Technology
DT20223170005	Kavya Javvadi	Ninja	DVR & Dr. HS MIC College of Technology
DT20223041040	Kavya Appalabhaktula	Ninja	DVR & Dr. HS MIC College of Technology
DT20223139801	Ramya Makkala	Ninja	DVR & Dr. HS MIC College of Technology
DT20223117838	Som Sekhar Burada	Ninja	DVR & Dr. HS MIC College of Technology
DT20223170830	Omkar Annavarapu	Ninja	DVR & Dr. HS MIC College of Technology
DT20223079988	Yaswitha Karasala	Ninja	DVR & Dr. HS MIC College of Technology
DT20223074587	Sahithi Bandla	Ninja	DVR & Dr. HS MIC College of Technology
DT20223098238	Kumar Babu Manda	Ninja	DVR & Dr. HS MIC College of Technology
DT20223057242	Aditya Chepuri	Ninja	DVR & Dr. HS MIC College of Technology
DT20223103740	Vennela Uppuluri	Ninja	DVR & Dr. HS MIC College of Technology
DT20223094067	Akanksha Gadde	Ninja	DVR & Dr. HS MIC College of Technology
DT20223048001	Greeshma Peddi	Ninja	DVR & Dr. HS MIC College of Technology
DT20229736013	Kandru Kiran	Ninja	DVR & Dr. HS MIC College of Technology
DT20223249278	Maanasa Ventrapragada	Ninja	DVR & Dr. HS MIC College of Technology
DT20229937013	Durga Prasad Tankasala	Ninja	DVR & Dr. HS MIC College of Technology
DT20229858869	Kavya Malapati	Ninja	DVR & Dr. HS MIC College of Technology
DT20229784684	Mohith Vasamsetti	Ninja	DVR & Dr. HS MIC College of Technology
DT20229762213	Nanda Kishore Balla	Ninja	DVR & Dr. HS MIC College of Technology
DT20229753925	Krishna Yarrapothu	Ninja	DVR & Dr. HS MIC College of Technology
DT20207502611	Likith Sai Bikkina	Ninja	DVR & Dr. HS MIC College of Technology
DT20229936404	Charitha Dama	Ninja	DVR & Dr. HS MIC College of Technology
DT20222880152	Anitha Garnepudi	Ninja	DVR & Dr. HS MIC College of Technology
DT20222880139	Kavya Makkapati	Ninja	DVR & Dr. HS MIC College of Technology
DT20222975046	Nagulmeera Shaik	Ninja	DVR & Dr. HS MIC College of Technology
DT20222970864	Mahesh Kamineni	Ninja	DVR & Dr. HS MIC College of Technology
DT20222942920	Ganesh Samunuri	Ninja	DVR & Dr. HS MIC College of Technology
DT20222878615	Gowtham Bandaru	Ninja	DVR & Dr. HS MIC College of Technology
DT20222984799	Gopikrishna Sure	Ninja	DVR & Dr. HS MIC College of Technology
DT20222906564	Ritheesh Kalavala	Ninja	DVR & Dr. HS MIC College of Technology
DT20222975078	Lakshmi Surisetti	Ninja	DVR & Dr. HS MIC College of Technology

Offer: Computer Consultancy
Ref: TCSL/DT20229755711/Hyderabad
Date: 21/12/2022

Ms. Rushika Jonnakuti
76-8/6-5/4Gudivada Ramarao Street,
Bhavanipuram,
Vijayawada-520012,
Andhra Pradesh.
Tel# 91-8555062940

Dear Rushika Jonnakuti,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL).You have successfully completed our initial selection process for 'TCS Digital' and we are pleased to make you an offer of employment.

You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a challenging role in any Business Unit as per the business requirements of TCSL.

Your gross salary including all benefits and Retention Incentive will be INR **7,00,022/-** per annum, as per the terms and conditions set out herein.Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Offer: Computer Consultancy
Ref: TCSL/DT20222933213/Hyderabad
Date: 18/04/2023

Mr. Satyakiran Parasaram
3-4Ramalayam,
Beside Ramalayam,
Tenali-522308,
Andhra Pradesh.
Tel# 91-9908302945

Dear Satyakiran Parasaram,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer of employment.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Systems Engineer** in Grade **C1**. You will be assigned a role in the **TCS Digital (TCS Digital)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹7,00,022/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19H71A0412

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20222878615/Hyderabad
Date: 24/11/2022

Mr. Gowtham Sai Bandaru
16-9-9 VijayawadaJoseph Street,
Vikram Hotel,
Vijayawada-520003,
Andhra Pradesh.
Tel# 91-9912042192

Dear Gowtham Sai Bandaru,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y.** You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. **Training Period**
You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**
Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**
TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**
The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**
Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**
Either during the period of your traineeship or during the period of your employment as a

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. **Confidentiality Agreement**
As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. **Service Agreement**
As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. **Work in SBWS mode**
TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

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12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

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16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(If you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits,

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address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
 *There is no criminal offence registered/pending against you
 *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

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22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as Å recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. Å background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of oversees deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & A/P

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET

Annexure 1

Name	Gowtham Sai Bandaru
Designation	Assistant System Engineer-Trainee
Institute Name	Dvr & Dr. Hs Mic College Of Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,288
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 80,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Annexure 2

Ahmadabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Baraiati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ. IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309 UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057 Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, Information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

2. **Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. **Prior knowledge**

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Working in SBWS Framework:**

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including Intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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Training & Placement Cell
DVR & Dr HS MIC College of Technology

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1. **Basic Cover**

   I. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. **Confidentiality Agreement**
As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. **Service Agreement**
As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. **Work in SBWS mode**
TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. **Overseas International Assignment Agreement**
If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(If you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

26. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as A recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. A background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not

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GROSS SALARY SHEET

Annexure 1

Name	Lakshmi Madhuri Surisetti
Designation	Assistant System Engineer-Trainee
Institute Name	Dvr & Dr. Hs Mic College Of Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, Information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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4. **Prior knowledge**

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5. **Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Working in SBWS Framework:**

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. **Restriction on Associate's Rights**

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including Intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. **No License**

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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19H71A0460

Offer: Computer Consultancy
Ref: TCSL/DT20223057242/Hyderabad
Date: 24/11/2022

Mr. Aditya Sai Akhil Chepuri
24-27-22Vinayaka Temple Stret,
Durgapuram,
Vijayawada Urban-520003,
Andhra Pradesh.
Tel# -8801604282

Dear Aditya Sai Akhil Chepuri,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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3. **Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a

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documents pertaining to the international assignment for which you are being placed in case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the

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interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Gurima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glory Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Bodshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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2. **Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

6. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

7. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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19H71A0464

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20223154761/Hyderabad
Date: 24/11/2022

Ms. Hemasri Tummala
6-22Padamata Bazar,
Padamata Bazar,
Muppella-521183,
Andhara Pradesh.
Tel# 91-7569669350

Dear Hemasri Tummala,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

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CITY ALLOWANCE

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OTHER BENEFITS

Health Insurance Scheme
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HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. **Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. **Confidentiality Agreement**

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. **Service Agreement**

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. **Work in SBWS mode**

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. **Overseas International Assignment Agreement**

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed in case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(If you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the

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GROSS SALARY SHEET

Annexure 1

Name	**Hemasri Tummala**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Dvr & Dr. Hs Mic College Of Technology**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,800
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

*** For HIS - Note that Rs. 7800 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100 Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ).PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bade Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160.West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057 Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, Information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other Information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. **Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. **Prior knowledge**

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Working in SBWS Framework:**

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including Intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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19H71A0425

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20223170005/Hyderabad
Date: 24/11/2022

Ms. Kavya Sri Javvadi
11-64/3Nava Bharath Colony,
Andhra Bank Road,
Vijayawada-521180,
Andhra Pradesh.
Tel# -9866944279

Dear Kavya Sri Javvadi,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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1. **Basic Cover**

   I. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. **Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. **Confidentiality Agreement**

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. **Service Agreement**

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. **Work in SBWS mode**

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. **Overseas International Assignment Agreement**

If you are on International assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the International assignment for which you are being placed in case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on International assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the

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same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as Â recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. Â background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not

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Interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET

Annexure 1

Name	Kavya Sri Javvadi
Designation	Assistant System Engineer-Trainee
Institute Name	Dvr & Dr. Hs Mlc College Of Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,269
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,38,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100 Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Beda Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane- West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057 Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, Information and material of TCS (Including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall Include the following:

(a) Any and all Information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, Including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (Including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other Information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. **Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. **Prior knowledge**

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Working in SBWS Framework:**

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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TATA

Offer: Computer Consultancy
Ref: TCSL/DT20222975046/Hyderabad
Date: 24/11/2022

Mr. Nagulmeera Shaik
4-44Muslim Bazar,
Near Anjineya Swami Temple,Muslim Bazar,
Jaggayya Peta-521190,
Andhrapradhesh.
Tel# 91-9705647446

Dear Nagulmeera Shaik,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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3. **Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a

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documents pertaining to the International assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the

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interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309 UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigarhya Badshah & Bada Bangarda, Tehsil Hatod, Indore – 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR - Auditorium,2nd Floor, Wanderers Building,Delta Park – Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Poldharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, Pune – 411057 Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

TATA

2. **Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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19N71A0493.

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20222906564/Hyderabad
Date: 24/11/2022

Mr. Ritheesh Reddy Kalavala
4-134/8Datta Kalyanamandapam Road,
Water Tank,
Vijayawada-521225,
Andhra Pradesh.
Tel# 91-8885275313

Dear Ritheesh Reddy Kalavala,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The Incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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3. **Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a

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documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on International assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the

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interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Gerime Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100 Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hated, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra 400606
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9. **No License**

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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Offer: Computer Consultancy
Ref: TCSL/DT20223094067/Hyderabad
Date: 24/11/2022

Ms. Akanksha Gadde
2-100Near Bridge,
Kandulapadu,
Vijaywada-521229,
Andhra Pradesh,
Tel# -

Dear Akanksha Gadde,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 6% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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1. **Basic Cover**
   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**
   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave
Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans
You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships
You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. **Training Period**
You will be required to undergo class room and on the job training in the first twelve months (Including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**
Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**
TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**
The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**
Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**
Either during the period of your traineeship or during the period of your employment as a

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. **Confidentiality Agreement**
As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. **Service Agreement**
As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. **Work in SBWS mode**
TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. **Overseas International Assignment Agreement**
If you are on International assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an International assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on International assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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qualification of MBBS to the Induction Coordinator.

18. **Employment of Non Indian Citizens**
In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. **Background Check**
Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. **Submission of Documents**
Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original Documents** for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the

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same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as Â recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. Â background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not

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interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET

Annexure 1

Name	Akanksha Gadde
Designation	Assistant System Engineer-Trainee
Institute Name	Dvr & Dr. Hs Mlc College Of Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,416	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Garwal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata – 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (Including for avoidance of doubt any Confidential Information of Its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, Information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, Inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

TATA CONSULTANCY SERVICES
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Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

2. **Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. **Prior knowledge**

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Working in SBWS Framework:**

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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19H71A0462.

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20229937013/Hyderabad
Date: 24/11/2022

Mr. Durga Prasad Tankasala
2-189Library Center,
Chirravuru,
Guntur-522303,
Andhra Pradesh.
Tel# -6303566624

Dear Durga Prasad Tankasala,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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TCS Careers Servicline: 1800 209 3111 Email: careers@tcs.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-405

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20223019737/Hyderabad
Date: 24/11/2022

Mr. Manikanta Bolem
5-33/1aBus Station,
Water Plant,
Kanchikacherla-521180,
Andhra Pradesh.
Tel# -9494859987

Dear Manikanta Bolem,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. **Confidentiality Agreement**
As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. **Service Agreement**
As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. **Work in SBWS mode**
TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

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16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Re100 stamp paper if applicable (name affidavit for multiple names, signature affidavits,

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22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as Å recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. Å background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Gerima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon – Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309 UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangardia, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lorda
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Milhan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serivas, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline, 1800 209 3111 Email: careers@tcs.com

TATA

2. **Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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19H71A0467

Offer: Computer Consultancy
Ref: TCSL/DT20223074587/Hyderabad
Date: 24/11/2022

Ms. Sahithi Bandla
1-71 , Gottumukkala , Kanchikacherla(Mandal)Opposite To Sachivalayam,
Sachivalayam,
Vijayawada-521180,
Andhra Pradesh.
Tel# 91-9676477979

Dear Sahithi Bandla,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Training & Placement Officer
BVRIT HYDERABAD MIC College of Technology

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 6% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The Incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. **Training Period**
You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**
Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**
TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**
The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**
Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**
Either during the period of your traineeship or during the period of your employment as a

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. **Confidentiality Agreement**
As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. **Service Agreement**
As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. **Work in SBWS mode**
TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. **Overseas International Assignment Agreement**
If you are on International assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed in case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, Immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above-said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the

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same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as Â recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. Â background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not

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Interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET

Annexure 1

Name	Sahithi Bandla
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Gerima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 3S, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122009, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati – 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Talhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjawadi Phase III, Pune - 411057,Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serivas, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**
"Confidential Information" shall mean all Inventions and Know-how, Information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. **Associate's Obligations**
Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**
Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. **Prior knowledge**
Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**
Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**
Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Working in SBWS Framework:**
Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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Offer: Computer Consultancy
Ref: TCSL/DT20222841266/Hyderabad
Date: 24/11/2022

Ms. Sameera Suhel Shaik
Baba Apartment , Door No: 205Masjid Street,
West Ibrahimpatnam, Koturu,
Vijayawada-521456,
Andhra Pradesh.
Tel# 91-8977661971

Dear Sameera Suhel Shaik,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Training & Placement Officer
QVR & Dr HS MIC College of Technology

UF2

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be **₹5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of **₹500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The Incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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1. **Basic Cover**

   I. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   II. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependants will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6567 2000 Fax: 91 40 566 7 2222 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

3. **Training Period**
You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**
Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**
TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**
The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**
Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**
Either during the period of your traineeship or during the period of your employment as a

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. **Confidentiality Agreement**
As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. **Service Agreement**
As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. **Work in SBWS mode**
TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

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12. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the International assignment for which you are being placed in case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

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16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits,

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address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :
*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

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22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as Â recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. Â background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

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(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

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Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	Sameera Suhel Shaik
Designation	Assistant System Engineer-Trainee
Institute Name	Dvr & Dr. Hs Mic College Of Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay*		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive**		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 9,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Gartna Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka
BHUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 95, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kamaraja Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gamal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glory Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFi House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 156-B, Super Corridor, Village Tigaliya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452010, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace IB building, 2nd Floor, Plot - IIB/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wendeavour Building/Delta Park - Lynda
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telkhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. **Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. **Prior knowledge**
Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**
Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**
Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Working in SBWS Framework:**
Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including Intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

TCS Confidential
TCSL/DT20222841266

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10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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TATA

Offer: Computer Consultancy
Ref: TCSL/DT20222984799/Hyderabad
Date: 24/11/2022

Mr. Gopikrishna Sure
4-136 Lakshmi Puram Krishna District, Chandhria Padu Mandal,ApRamalayam Center,
Gudimetla,
Vijaywada-521182,
Andhra Pradesh.
Tel# 91-9640338767

Dear Gopikrishna Sure,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Infrastructure Services (IS)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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RETIRALS

Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. **Training Period**
You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**
Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**
TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**
The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**
Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**
Either during the period of your traineeship or during the period of your employment as a

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confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. **Confidentiality Agreement**
As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. **Service Agreement**
As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. **Work in SBWS mode**
TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. **Overseas International Assignment Agreement**
If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed in case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

I. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

II. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the

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same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as Â recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. Â background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not

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interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**Gopikrishna Sure**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Dvr & Dr. Hs Mic College Of Technology**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,38,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100 Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigarhya Bedehah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lords
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane: Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057,Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

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Annexure 3

Confidentiality and IP Terms and Conditions

1. **Confidential Information**

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

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2. **Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

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4. **Prior knowledge**

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Working in SBWS Framework:**

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

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(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. **Restriction on Associate's Rights**
Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. **No License**
TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

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10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

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(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

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TATA

Offer: Computer Consultancy
Ref: TCSL/DT20223041040/Hyderabad
Date: 24/11/2022

Ms. Kavya Appalabhaktula
29-28-82Darari Vari Street,
Opp Hmtv,
Vijayawada-520010,
Andhra Pradesh.
Tel#-

Dear Kavya Appalabhaktula,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.80,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Training & Placement Officer
QVR & Dr HS MRC College of Technology

2050-410

2.3 The Employee shall devote all his business time, attention and energies to the Business.

2.4 The Employee agrees that he will, at all times, while performing services for the Company, devote his reasonable best efforts, skill and ability and shall perform his responsibilities in a competent and professional manner.

2.5 The Employee further agrees that during the term of this Agreement, he shall not render commercial or professional services of whatsoever nature to any person or organization, whether or not, for pecuniary gain.

2.6 The Employee agrees and undertakes that during the term of this Agreement, he shall not hold any position (whether directly or indirectly, for profit or not) in any company, organization, entities, partnership and/or joint venture without the prior written consent of the Company.

2.7 The Employee agrees to abide by the rules, regulations, human resource manual, stock option scheme, personnel policies and other policies of the Company and any change thereof which may be adopted by the Company from time to time (**"HR Manual"**).

3. Compensation and Benefits.

3.1 The Employee shall be entitled to the following compensations and benefits as given below:

3.1.1 **Remuneration:** The Employee shall be entitled to the remuneration as set out in detail in **SCHEDULE** 1 annexed hereto.

3.2 **Reimbursement of Expenses.** Upon presentation of supporting documentation as may be reasonably satisfactory to the Company, the Company may as per the its policies, reimburse all business-related expenses incurred by the Employee in the performance of his duties hereunder, including, without limitation, those incurred in connection with business-related travel, boarding and lodging, telecommunications and entertainment in accordance with Company's policy in this regard.

3.3 **Withholding & Taxation.** The Remuneration (cost-to-company) paid to the Employee hereunder shall be subject to applicable taxes and the Company may withhold therefrom any amounts as are required to be withheld pursuant to applicable Law. Any tax liability arising in respect of payments made pursuant to the Agreement or income earned by the Employee while the Agreement is in effect shall be borne solely by the Employee. The Company shall only be responsible for withholding taxes from the payments made to the Employee pursuant to the Agreement and payment thereof to the credit of the government in accordance with the Income Tax Act, 1961.

3.4 **Leaves and benefits:** Subject to the applicable laws, the Employee shall be eligible for certain leaves such as casual leaves, sick leaves etc. The terms and conditions for such leaves is governed by the HR Manual of the Company and the Company reserves the right to modify the terms of such HR Manual without any consent of the Employee.

3.5 **Relocation Reimbursement Benefits:** Company shall reimburse as per norms for the expenses he/she and his/her family incur in relocating to the metropolitan area as required by the Job in accordance with Company's Relocation Plan and/or as otherwise agreed by Company. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Relocation Reimbursement done by the company.

3.6 **Joining Bonus Benefits:** If employee shall be entitled to receive a joining bonus, the Joining Bonus will be paid no later than 30 days following the Joining Date. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Joining Bonus.

4. Term of the Agreement.

4.1. The Parties acknowledge that Employee's employment with the Company commenced on Effective Date and agree that it will continue unless terminated by either Party in accordance with the provisions of this Agreement (**"Term"**); Provided, however, that the employee agrees to serve the company for a minimum period of **3 months** from the effective date.

6. **Effective Date of Termination.** Notwithstanding anything in this Agreement, the termination of the Employee's services pursuant to this Agreement shall be effective:

6.1. 30 (thirty) days after the Company delivers to the Employee written notice of his termination by reason of the Employee's having become disabled as per Clause 5.2 above;

6.2. immediately upon the delivery of written notice to the Employee by the Company of his termination with Cause as per Clause 5.1;

6.3. the last working day of the Employee, where Employee delivers to the Company written notice of his resignation in accordance only with Clause 5.3 above. The Employee agrees that during such notice period Employee shall continue to perform his regular duties and will assist the Company. Further the Employee shall be relieved from his duties only after he hands over the Company's property and comply with the terms of full and final settlement policy.

6.4. the date mentioned in the termination notice issued by the Company, with respect to event occurred as per Clause 5.4 and 5.5 above.

7. **Effect of Termination**

7.1. **Effect of termination before the expiry of training Period:** If the employment of the Employees is terminated by the Company before the expiry of the training Period, the Employee shall receive only unpaid salary with respect to the number of days worked by the Employee. For the purpose of clarification, the Company shall not give severance package/salary to the Employee.

7.2. **Effect of termination before the expiry of Minimum Term:** If the Employee violates the Clause 4.1 of this Agreement i.e., Employee terminates this Agreement before the completion of Minimum Term, Employees agrees for the following:-

7.2.1 Shall pay a cost of training of INR **25,000/-** immediately; and
7.2.2 the Employee shall finish all the exit formalities as per the human resources policies/manual of the Company. The Company shall upon receipt of payment of Liquidated Damages, shall relieve the Employee from the duties, within 30 days from the date of payment of Liquidated Damages.

It is hereby clarified that, in the event, if the Employee fails to comply with the conditions mentioned in clause 7.2.1., and 7.2.1., he shall be known as bad leaver (**"Bad Leaver"**) the Company shall have a right to receive from the Employee such Liquidated Damages and unliquidated damages, as it may deem fit. Notwithstanding anything contained in this Agreement, upon an Employee becoming a Bad Leaver (including where the Employee's services are terminated for Cause), the Company shall be entitled to all remedies that may be available to it under applicable law.

7.3. **Effect of termination due to Absconding:** If the Employee is absconded, as stipulated under Clause 5.5 of this Agreement, the Company shall have a right to receive from the Employee such damages, as it may deem fit. Notwithstanding anything contained in this Agreement, the Company shall be entitled to all remedies that may be available to it under applicable law

8. **Non-Disclosure of Confidential or Proprietary Information.**

8.1. The Employee acknowledges that during the course of rendering services and performing his other duties under this Agreement, he will have and / or has had access to information about the Company and / or its Affiliates or otherwise in its possession and that his services with the Company shall bring him into close contact with many confidential affairs of the Company and / or its Affiliates, including without limitation, information regarding the following:

8.1.1.management methods and operating techniques;
8.1.2.sales, advertising and marketing methods;
8.1.3.business and training techniques, manuals and procedures;

10. **Non-Competition Restrictions and Non-Solicitation Restrictions.**

10.1. The Employee undertakes that without prejudice to any other duty implied by law, he shall not, either directly or through his Affiliates, during the Non-Compete Period, either personally or through an agent, company or through a partnership or as a shareholder of a private company or a public unlisted company, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or in any other manner whatsoever, whether for profit or otherwise:

10.1.1. be concerned or interested in any business in any manner whatsoever that directly or indirectly competes with the Business or any business in which the Company engages or plans to engage in at the time of termination of the employment of the Employee (**"Competing Business"**);

10.1.2. be concerned in any business in any manner whatsoever that directly or indirectly competes with the business in which such Employee is materially involved as an employee of the Company after the Effective Date;

10.1.3. except on behalf of the Company, canvas or solicit business or customers for services similar to those being provided by the Company from any Person who is a customer of the Company;

10.1.4. induce or attempt to induce any customer/client of the Company to cease to be a customer/client, or to restrict or vary the terms of the contract to, the Company or otherwise interfere with the relationship between such a customer/client and the Company (save and except actions taken during the course of his employment with the Company in exercise of his power and authority as an employee of the Company and in, what he reasonably believes to be, in the interest of the Company);

10.1.5. he shall not, directly or indirectly, including by assisting others, solicit, recruit, induce or attempt to persuade (a) any Person then engaged by the Company as an employee, officer or director or so engaged within the preceding 12 month(s) period (**"Existing Employee"**) to leave the employment of the Company; or (b) encourage any consultant, vendor or customer to reduce the quantum of business they do with the Company. It is clarified that the Employee shall be deemed to have breached and failed to comply with the provisions of this Clause 10.1.4 if the Employee directly or indirectly as an officer or director of another organization or otherwise, employ, engage or retain, an Existing Employee, if such employment or engagement arose on account of any act of the Employee.

10.2. The Parties recognize that the foregoing covenants in this Clause 10 and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of the Company, and agree that such limitations are reasonable with respect to the business of the Company.

10.3. The Employee acknowledges and agrees that the compensation paid to him under this Agreement (as set out in Clause 3 above) along with the mutual agreements, covenants, representations and warranties set forth in the this Agreement is adequate consideration for the non-compete covenants contained in this Agreement and that the restrictions contained in this clause are considered reasonable for the legitimate protection of the Business and goodwill of the Company. However, in the event that such restriction shall be found to be void, but would be valid if some part thereof was deleted or the scope, period or area of application were reduced, the above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid and effective.

10.4. The Employee acknowledges and agrees that the covenants and obligations with respect to non-competition and non-solicitation as set forth above shall not be construed to be a restraint of trade against the Employee and relate to special, unique and extraordinary matters, and that a violation of

14. **Indemnities.** The Employee, at all times during the course of his employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company actually suffers or incurs as a direct result of acts or omissions of the Employee during the course of employment.

15. **Deductions.** The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any outstanding loans, advances or overpayments.

16. **Entire Agreement; Termination of Prior Agreements.** This Agreement and the agreements and documents referred to herein contain the entire understanding of the Employee and the Company with respect to the services to be rendered by the Employee to the Company and supersede any and all prior understandings, written or oral, between the Employee and the Company and between the Employee and any Affiliate or predecessor of the Company. Any such prior understandings or agreements are hereby terminated and are of no further force and effect. This Agreement may not be amended, waived, discharged or terminated orally, but only by an instrument in writing, specifically identified as an amendment to this Agreement, and signed by the Employee and a duly authorized officer of the Company. By entering into this Agreement, the Employee certifies and acknowledges that he has carefully read all of the provisions of this Agreement and the rules and regulations of the Company and that he voluntarily and knowingly enters into this Agreement.

17. **Severability.** If any provision of this Agreement or the application thereof to any Person or circumstance shall be invalid or unenforceable to any extent for any reason including by reason of any law or regulation or government policy or any amendment thereof, the remainder of this Agreement and the application of such provision to Persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision, which is valid and enforceable and most nearly reflects the original intent of the unenforceable provision.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Republic of India without regard to applicable conflicts of laws principles. The courts in Hyderabad shall have the exclusive jurisdiction in relation to all matters arising out of this Agreement.

19. **Notices.**

Any notice or other communication hereunder must be given in writing and either (a) delivered in person; (b) transmitted by facsimile, provided that any notice so given is also mailed as provided in clause (c); or (c) mailed, postage prepaid, as follows:

Company	Sai Rahul Verma G CEO & Director Edupolis Education Technology Private Limited, Address: Unschool, S2, CRESENT TOWERS, PLOT -1018 PRAGATHI NAGAR, ABOVE KARUR VYSYA BANK, HYDERABAD, TG 500090 IN Email: rahul@unschool.in

21.3 Salary for the training period i.e. 1st month will be held as training cost and released along with the 2nd month salary to the **Employee.**

22. Full time Employment.

22.1 The full time employment will start from the 4th Month.

IN WITNESS WHEREOF, EACH OF THE PARTIES HERETO HAS CAUSED THIS AGREEMENT TO BE DULY EXECUTED AND DELIVERED UNDER SEAL, BY ITS AUTHORIZED OFFICERS OR INDIVIDUALLY, AS OF THE DATE FIRST ABOVE WRITTEN.

EMPLOYEE:	**COMPANY:**
Name: Kavya Appalabhaktula	
	Name: Rahul Varma Title: CEO, Edupolis Education Technology Pvt. Ltd.(Unschool)

- Refer below for the split-up of the salary structure after completion of 6 months as an New Designation at Edupolis Education Technology Pvt Ltd. (Unschool).

Name	DOJ	Designation
Kavya Appalabhaktula	1st December 2022	Business Operations Executive

Automatic CTC Structure		
Particulars	Monthly	Annual
Basic Salary	14,400	1,72,800
House Rent Allowance	5,760	69,120
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	4,862	58,344
Gross Salary	27,022	3,24,264
Provident Fund	1,728	20,736
ESIC	-	-
Gross Salary Fix	28,750	3,45,000
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	28,750	3,45,000
ESI Employee	-	-
PF Employee	1,728	
Professional Tax	200	
Take Home	25,094	

(* Subject to TDS deduction)

-Your CTC is Rs 3,45,000/-per annum as the fixed portion and 3LPA performance-based incentives for the operating year 2022-23 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

20H75A0420

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20223139801/Hyderabad
Date: 24/11/2022

Ms. Ramya Makkalla
6-26,
Near Mahalakshmi Temple,
Kanchikacherla-521180,
Andhra Pradesh.
Tel# -

Dear Ramya Makkalla,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹**14,784/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. **House Rent Allowance (HRA)**
   Your HRA will be ₹**5,914/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. **Leave Travel Allowance**
   You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. **Food Card**
   You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹**500/-** being credited to this card per month. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL.

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PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto ₹60,000 over and above your CTC during the first year.The Learning Incentive pay outs made as per your eligibility are recoverable, if you cease to be employed with TCSL, within 12 months of joining TCSL.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

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TATA

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**

   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**

   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

TATA

3. **Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. **Alternative Occupation / Employment**

Either during the period of your traineeship or during the period of your employment as a

confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

If you are on International assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an International assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related

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documents pertaining to the international assignment for which you are being placed in case of every International assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates.This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.If you are deputed internationally for training,you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

This contract of traineeship in TCS and subsequent employment post successful completion of your traineeship is terminable by you by giving 90 days notice in writing. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily serve the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion in the interest of business.

i. This contract of traineeship and subsequent employment post successful completion of your traineeship may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

ii. Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by TCS at its sole discretion having regard to the responsibilities shouldered by you while being in the employment of TCS and business continuity.

16. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

17. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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qualification of MBBS to the Induction Coordinator.

18. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :

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*There is no criminal offence registered/pending against you
*There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

*PAN Card (Permanent Account Number)
*Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
*Passport
*NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

22. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

23. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the

same shall be communicated on internal portal/Ultimatix.

24. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as Â recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. Â background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of oversees deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.

Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not

Interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP

Click here or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms

TATA

GROSS SALARY SHEET

Annexure 1

Name	Ramya Makkalla
Designation	Assistant System Engineer-Trainee
Institute Name	Dvr & Dr. Hs Mlc College Of Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752

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Annexure 2

Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ,Plot # 41, Gandhinagar - 382007	**Bangalore** TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100 Karnataka
BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:-Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ),PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024	**Chennai** TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahebalipuram Rd, TNHB, Sholingenallur, Chennai, Tamil Nadu 600119
DELHI – Gurgoan TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana	**DELHI – Noida** TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45,Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309,UP
Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House,G.S. Road, Dispur,Guwahati - 781006,Assam	**Hyderabad** TCS XP HR Lead Tata Consultancy Services, Q C'ty, Nanakramguda, Hyderabad
INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh	**KOLKATA** TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160,West Bengal OR Auditorium,2nd Floor, Wanderers Building,Delta Park - Lorda
KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 682042	**MUMBAI** TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606
NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,	**PUNE** TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057 Maharashtra
Trivandrum TCS XP HR Lead Tata Consultancy Serives, Peepul Park, Technopark Campus ,Kariyavattom P.O. Trivandrum - 695581, India	

Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, Information and material of TCS (Including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Associate and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising out of the Associate's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Associate in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Associate.

2. **Associate's Obligations**

Associate agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. Associate agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of employment, the Associate agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. **Intellectual Property Rights**

Associate agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Associate shall have no right title or claim of any nature whatsoever in the Confidential Information. Associate shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and Associate hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests Associate may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, Associate shall execute from time to time, during or after the termination of his or her employment, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the Intellectual property rights and to effectuate the provisions hereof. All expenses of filling or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but Associate shall co-ordinate in filing and / or prosecuting any such applications. Associate hereby expressly waives any "artist's rights" or "moral rights", which Associate might otherwise have in such intellectual property rights.

4. **Prior knowledge**

Associate acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. Associate further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. **Use of third party material**

Associate expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any Intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. **Security policies and Guidelines.**

Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. **Working in SBWS Framework:**

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.

(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

Associate agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her employment with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

9. No License

TCS and Associate agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Associate of the Confidential Information.

10. Equitable Rights

Associate acknowledges that any Confidential Information that comes into the possession and / or knowledge of Associate is of a unique, highly confidential and proprietary nature. It is further acknowledged by Associate that the disclosure, distribution, dissemination and / or release by Associate of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by Associate will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

11. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. Associate confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by Associate or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Offer: Computer Consultancy
Ref: TCSL/DT20222970864/Hyderabad
Date: 24/11/2022

Mr. Mahesh Varun Kamineni
11-21,Oldpolice Station,Penamaluru,VijayawadaTarakarama Nagar,
Penamaluru,
Vijayawada-521137,
Andhra Pradesh.
Cell -9398256360

Dear Mahesh Varun Kamineni,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee in Grade Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

. Our gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Offer: Computer Consultancy
Ref: TCSL/DT20223170830/Hyderabad
Date: 24/11/2022

Mr. Omkar Annavarapu
20-91West Bazaar,
Chinna Maseed Centre,
Nandigama-521185,
Andhra Pradesh.
Tel# -

Dear Omkar Annavarapu,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Training & Placement Officer
DVR & Dr HS MIC College of Technology

Offer: Computer Consultancy
Ref: TCSL/DT20222936514/Hyderabad
Date: 24/11/2022

Mr. Hari Krishna Yarabarla
D. No-1-6, Inampudi, Pamidimukkala Mandal, Krishan Dist, 521138, Andhra Pradesh1st Road,
Near Kapula Ramalayum,
Vijayawada-521138,
Andhra Pradesh.
Tel# -7288871284

Dear Hari Krishna Yarabarla,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be assigned a role in **the Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Offer: Computer Consultancy
Ref: TCSL/DT20223249278/Hyderabad
Date: 24/11/2022

Ms. Maanasa Ventrapragada
303, Lotus Residency,
Ankamma Temple Street,
Nandigama-521185,
Andhra Pradesh.
Tel# -9000632708

Dear Maanasa Ventrapragada,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,53,578/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Training & Placement Officer
Dr.B.R.Dr.HS MIC College of Technology

leadsquared

Date: Apr 27, 2023

To:
Mr. Bhavya P,

University ID: 19H71A0407
DVR & Dr Hs MIC COLLEGE OF TECHNOLOGY,
RR NAGAR,SKT WEST MEADOWS,
CURRENT OFFICE ROAD,
VIJAYAWADA - 520012
ANDHRA PRADESH

Dear Mr. Bhavya P,

MarketXpander is pleased to offer you a position of **Sales Intern** from **May 8, 2023**. During your internship, you will be working on the assignment at any of our MarketXpander offices in India. The exact work location will be driven by business demand and will be shared with you, closer to your joining date. You will be paid a stipend of **₹ 20,000 [INR Twenty Thousand Only]** per month. You will be on internship for a period of **6 months** from the date of your appointment. At the end of the internship, you will submit a copy of your report to the Company.

Based on the evaluation of your project report, internship performance, mutual compatibility, and your potential, you will be offered full-time employment with a total annual cost to the company of **₹6,00,000 [Six Lakhs Only]** which includes **₹5,00,000 [Five Lakhs Only]** as a fixed component, and **₹1,00,000 [One Lakh Only]** as a variable component.

It is very important that you always keep the terms of this employment letter highly confidential. Please note that these terms are based on an individual's experience, background, and potential, and are unique for everyone.

You may contact **Mr. Namburi Manikanta** at **+91 9108444548** for further guidance on your project. Either party may terminate this internship assignment by giving the other party **30 (Thirty)** days prior written notice. This is a combined internship and Full-time employment offer. However, the internship to the full-time conversion will solely be based on your performance and will be at the sole discretion of the company, also, conversion is applicable subject to completion of your graduation course without any active backlogs.

** The Stipend amount is subject to any applicable tax deduction as per the prevailing income tax rules.*
Information about Company operations and intellectual property is confidential and .upon reporting, you will be required to sign a non-disclosure agreement. You are also expected to adhere to all applicable rules and regulations and business conduct guidelines of MarketXpander and act by the values and principles of the Company.

To confirm your acceptance of this internship assignment, you are required to:

Training & Placement Officer
DVR & Dr HS MIC College of Technology

leadsquared

Date: May 11, 2023

To:
Ms. Balusupati Chaitanya,

University ID: 19H71A05B9
DVR & Dr. HS MIC College of Technology,
32-25-13,
Atloori paramatma street,Sandhui dhoddi center,
water tank road, moghalrajpuram
Vijayawada - 520010
Andhra Pradesh

Dear **Ms. Balusupati Chaitanya,**

MarketXpander is pleased to offer you a position of **Intern - Business Analyst** from **May 15, 2023.** During your internship, you will be working on the assignment at any of our MarketXpander offices in India. The exact work location will be driven by business demand and will be shared with you, closer to your joining date. You will be paid a stipend of **₹ 25,000 [INR Twenty Five Thousand Only]** per month. You will be on internship for a period of **6 months** from the date of your appointment. At the end of the internship, you will submit a copy of your report to the Company.

Based on the evaluation of your project report, internship performance, mutual compatibility, and your potential, you will be offered full-time employment with a total annual cost to the company of **₹6,00,000 [Six Lakhs Only]** which includes **₹5,00,000 [Five Lakhs Only]** as a fixed component, and **₹1,00,000 [One Lakh Only]** as a variable component.

It is very important that you always keep the terms of this employment letter highly confidential. Please note that these terms are based on an individual's experience, background, and potential, and are unique for everyone.

You may contact **Mr. Sangam Sharma** at **+91 8728013133** for further guidance on your project. Either party may terminate this internship assignment by giving the other party **30 (Thirty)** days prior written notice. This is a combined internship and Full-time employment offer. However, the internship to the full-time conversion will solely be based on your performance and will be at the sole discretion of the company, also, conversion is applicable subject to completion of your graduation course without any active backlogs.

** The Stipend amount is subject to any applicable tax deduction as per the prevailing income tax rules.*
Information about Company operations and intellectual property is confidential and upon reporting, you will be required to sign a non-disclosure agreement. You are also expected to adhere to all applicable rules and regulations and business conduct guidelines of MarketXpander and act by the values and principles of the Company.

To confirm your acceptance of this internship assignment, you are required to:

Training & Placement Officer
DVR & Dr HS MIC College of Technology

530

TNP MIC College <tnp@mictech.ac.in>

Fwd: Dear P.Maha Lakshmi Manogna Team Data Vortex Welcomes You onboard

1 message

sravani jonnalagadda <sravanijonnalagadda1998@gmail.com> Mon, Jun 12, 2023 at 3:35 PM
To: "tnp@mictech.ac.in" <tnp@mictech.ac.in>

---------- Forwarded message ---------
From: **Polisetti Maha Lakshmi Manogna** <polisettimahalakshmi2002@gmail.com>
Date: Fri, Jun 9, 2023, 12:08 PM
Subject: Fwd: Dear P.Maha Lakshmi Manogna Team Data Vortex Welcomes You onboard
To: <sravanijonnalagadda1998@gmail.com>

---------- Forwarded message ---------
From: **Data Vortex** <info@datavortexllc.com>
Date: Thu, 8 Jun, 2023, 11:46 am
Subject: Dear P.Maha Lakshmi Manogna Team Data Vortex Welcomes You onboard
To: <polisettimahalakshmi2002@gmail.com>

Dear P.Maha Lakshmi Manogna,

Congratulations on successfully clearing your Final Practical Test. Please use the following link and submit your basic documents for verification. Kindly complete the verification of your documents by today itself as it takes time for the team to verify the candidates and submit the report to us. Soon, the joining date will be announced.

So, please respond to this mail with "Done" once you submit the documents. Your team leader will hold a meeting in the coming week. I'll just verify at the backend and send the meeting link to everyone who has completed the joining formalities. Also, all other joining formalities will also be completed soon. Request you to proceed and complete the document verification at the earliest.

https://datavortexllc.com/index.php/onboarding-formalities/

Also, after you upload your documents, please register for Work from home Infrastructure form provided on the above link.

Regards

Preeti Singh

HR Department [India Wing]
Team Data Vortex

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Gmail

TNP MIC College <tnp@mictech.ac.in>

List of Selected Candidates - THIS Talent Trail 2023

2 messages

Krishna Burle <krishna_burle@thbs.com>
To: TNP MIC College <tnp@mictech.ac.in>
Cc: Campus Hiring <campushiring@thbs.com>

Wed, Oct 12, 2022 at 12:50 PM

Dear Sir,

Greetings from Torry Harris Integration Solutions...

We are pleased to share the list of selected candidates for the THIS Talent Trail 2023 Internship Program. Please find the list below.

Further process will be shared accordingly.

Sl. No	NAME	Email ID
1	Nagendra Baby Badhitha	badithanani007@gmail.com
2	Jaswanth Venkayala	191213jaswanth@gmail.com
3	Koppu Alekhya	koppualekhya@gmail.com
4	Sravya Pulipati	sravyapulipati155@gmail.com
5	Sai Mahidhar Tarun	hakl24355@gmail.com

Note: Requesting you to block the above-mentioned candidates from further opportunities.

Regards,

Krishna Lokesh Burle

Consultant – Talent Acquisition

+91 8742733225

www.torryharris.com

THIS

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19H71A0423

THIS

Date: 07-Nov-2022

To:
Mr. Nagendra Babu Baditha
Bangalore
DVR & Dr HS MIC College of Technology

Dear Nagendra Babu,

SUBJECT: LETTER OF ENGAGEMENT AS A STUDENT TRAINEE

With reference to the discussions that you (**you** or the **Trainee**) have had with **Torry Harris Business Solutions Private Limited** (the **Company** or **us**), the Company is pleased to inform you that you have been selected to undergo training in the Company as a Student Trainee on the following terms and conditions:

1. NATURE OF ENGAGEMENT:

You will be engaged as a Student Trainee in the field of software and IT services.

2. DURATION OF INTERNSHIP:

The duration of Internship will be for a period of 3 months, the dates will be shared on or before Dec 2022. Unless the Company extends the period of your Internship/training in writing, your Internship/training shall automatically stand terminated upon the expiry of the Internship/training period.

3. STIPEND:

During the Internship period, you will be paid a consolidated monthly Stipend of **Rs. 20,000 (Rupees Twenty Thousand Only) per month** and you shall not be entitled to any other remuneration of any sort.

4. VERIFICATION REPORT:

Your engagement will be subject to receipt of satisfactory report with regard to verification of the particulars furnished by you in your

Training & Placement Officer
DVR & Dr HS MIC College of Technology

application and the information given at the time of interview, including the references given by you.

5. OBLIGATION AND RESPONSIBILITIES:

a) During the internship/training period, the Company expects you to undergo training in any department/section in which you are placed with high standard of initiative and efficiency.

b) The Trainee agrees and acknowledges that as a part of her/his internship program with the Company, the Trainee may be granted access to various kinds of Confidential Information. For the purposes of this letter, the term **Confidential Information** shall mean and include, without limitation, all knowledge or information concerning the Company, the Company's businesses, employment policies and practices, business requirements, customers, partners, service providers, Trainees, students, vendors, pricing, customer information, account information, business planning, business operations, administration, financials, marketing, sales, investment strategies, sales data, flow charts, projections, strategies, pricing information, information technology architectures and solutions and systems, inventions, patents, products, processes, methods, techniques, software, computer programs, computer systems, software devices, information about the design, methodology and documentation thereof, training manuals, plans, charts, lists, details, notes, files, letters, memoranda, reports, records, data, sketches, journals, copyrightable materials, trade secrets, usernames and passwords, educational content, and any records and repositories of all of the foregoing, in whatever form or medium, written or oral, printed documents, computer disks or tapes, whether machine or user readable, and this term shall include derivative works of the said Confidential Information.

c) The Trainee agrees and undertakes that:

(i) shall not during the term of this internship/training program or at any time thereafter, divulge or make use of any trade secrets,

Confidential information, or intellectual property of any kind concerning the business of the Company or any of their dealings, transactions and affairs or any information concerning any of their partners, or customers which s/he possesses or comes to possess during the term of her/his internship/training program with the Company, or which s/he may make or discover during the said period and that s/he shall also use her/his best endeavours to prevent any other person from doing so.

(ii) all data, documents, emails, papers, plans, drawings, photographs, reports, statements, correspondence, etc. and technical information, know-how and instructions as well as business details or commercial policies that pass to the Trainee or which come to her/his knowledge shall be treated as confidential and s/he shall be bound to keep secret all such confidential matters including papers and documents, computer floppies, USB drives, hard drives, CDs or other media containing the same and shall not disclose, communicate, reproduce or distribute the same or copies thereof to anyone except in the course of the rightful discharge of her/his duties towards the Company.

(iii) shall not at any time after the termination of the internship/ training program in any way make known or divulge to any person, firm or body corporate any of the methods, systems or other information of any kind in relation to the affairs of the Company whether such information is or was acquired by the Trainee before commencement of her/his internship/training program with the Company.

(iv) ownership of, and all right, title, and interest in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans,

know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company by the Trainee, whether before or after commencement of the Trainee's internship/training with the Company (the **Intellectual Property**) shall vest in the Company.

(v) the Trainee hereby transfers and assigns in favour of the Company, all rights, title and interest in and to all the Intellectual Property, together with the rights to sublicense or transfer any and all rights assigned hereunder to third parties, in perpetuity. The Trainee agrees that such assignment shall be perpetual, worldwide and royalty free.

(vi) notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to the Trainee, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. The Trainee further acknowledges and agrees that he shall waive any right to and shall not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. The Trainee also agrees to assist and

cooperate with the Company in perfecting the Company's rights in the Intellectual Property.

(vii) shall forthwith communicate to the Company and transfer to it the exclusive benefit of all inventions, discoveries and improvements which s/he may make or discover during the continuance of her/his engagement relating to the Company's trade or business and shall give full information as to the exact mode of working and usage of the same and also all such explanation and instructions, to the officers and workmen of the Company as may be necessary to enable them to work the same effectively and shall, at the expense of the Company, furnish it with all necessary plans, drawings and models.

(viii) shall, whenever requested so to do by the Company whether during or after the termination of this letter, at the cost of the Company execute and sign any and all applications, assignments and other instruments which the Company may deem necessary or advisable in order to apply for and to obtain letters, patent, design, registration or other forms of protection for the aforesaid improvements, inventions and discoveries in such countries as the Company may direct and to vest in the Company the whole, right, title and interest therein.

6. RELATIONSHIP BETWEEN THE PARTIES:

a) The Company and the Trainee acknowledge and agree that the Company agreeing to allow the Trainee to participate in the Internship/ training program of the Company in terms of this letter does not create any relationship of employer and employee, nor principal and agent and under no circumstances is the Trainee to be considered the employee or agent of the Company. You agree and acknowledge that the Internship/training program of the Company is a voluntary programme for a fixed duration undertaken purely for educational

purposes and with a view to evaluating whether you can be employed at a future date, in the sole discretion of the Company.

b) The Trainee undertakes to perform in terms of this letter as an independent contractor for the purpose of providing services to the Company and the Trainee shall have no right or authority to assume or claim any obligation of any kind, expressed or implied, nor to accept or to take any monies on orders obtained, nor to bind the Company in any way whatsoever, nor to hold itself out as an agent, employee or officer of the Company to any third party. The Trainee shall make no representation, undertaking or warranty concerning the Company's products and services.

7. POSTING:

During your Internship/training period, you are liable to be transferred or assigned to work in any division or department of the Company. You may also be required to undergo Internship/training in order to enable you to have hands on experience in various skills, you may be entrusted with different assignments and duties.

8. MISCONDUCT:

a) In the event that you are found guilty any misconduct, you are liable to be disengaged without any notice or payment of stipend in lieu of notice.

b) Notwithstanding the condition regarding written notice of termination, the Company shall have the right to terminate your Internship/ training without any notice or payment in lieu of notice, if any declaration given or information furnished by you to the Company is found to be false or if you are found to have willfully suppressed any material information.

9. TERMINATION:

Notwithstanding anything contained herein, the Company reserves the right in its sole discretion, of terminating your engagement during the Internship/training period, without assigning any reasons, by giving 15 days' notice or payment of fifteen days' stipend in lieu of notice.

In the event of your remaining absent without leave or permission for more than three consecutive days (including remaining absent after the sanctioned leave period for a consecutive period of more than three days), you are liable to be treated as having abandoned the internship/ training, and the Company shall be entitled to terminate your engagement without any notice or payment of any stipend in lieu of notice.

10. AFTER COMPLETION/TERMINATION OF TRAINING:

On completion/termination of training, you will immediately surrender to the Company all specifications, documents, literature, drawings, records etc., belonging to the Company or relating to its business and shall not take or retain any copies of the said items.

11. FUTURE EMPLOYMENT:

In the event that you complete the training to the subjective satisfaction of the Company in its sole discretion, you will be appointed as **Associate Software Engineer** Trainee in the service of the Company with a **gross salary of Rs. 4,50,000 per annum**. In addition, you will also be entitled for a **performance linked pay of up to Rs. 50,000 (Rupees Fifty Thousand only) per annum**. You will be considered as a regular employee of the Company from the date you are absorbed in the employment of the Company. The period of Training will not be counted for the purpose of computing your tenure of service with the Company or for extending, any benefit that are otherwise available to the regular employees of the Company.

12. DATE OF COMMENCEMENT OF INTERSHIP/TRAINING:

In case the above terms and conditions are acceptable to you, you are required to return the duplicate copy of this letter of engagement duly signed or an email acceptance within four days from the date of this letter. Your reporting date and time will be communicated later.

While reporting for training please bring

- 4 White background Passport size photographs
- 2 copies each of your certificates starting from 10th to the highest
- Provisional or course completion certificate (Engineering)
- Fitness certificate from any registered practitioner (Original)
- Address proof copy (Passport, Voters ID, Driving License, or UID)

The original certificates will be returned to you after verification.

After your successful completion of the training programme, and should the Company agree to employ you, you agree to be posted in any location where the Company is operating from. You agree that this could also include a unit in a Software Economic Zone (SEZ) location. This would be informed to you after the completion of your training.

We would like to take this opportunity to welcome you to the Company as a trainee. We hope that your training with us will be rewarding.

Yours faithfully,

For **TORRY HARRIS BUSINESS SOLUTIONS PRIVATE LIMITED**

Shivdayal Charan
Authorized Signatory

Strictly Confidential

ENDORSEMENT

I, accept the terms and conditions stipulated in the above letter of engagement.

PLACE:

DATE:

(Signature of the Candidate)

19H71A0437

THIS

Date: 07-Nov-2022

To:
Mr. Sai Mahidar Tarun Majety
Bangalore
DVR & Dr HS MIC College of Technology

Dear Sai Mahidar Tarun,

SUBJECT: LETTER OF ENGAGEMENT AS A STUDENT TRAINEE

With reference to the discussions that you (**you** or the **Trainee**) have had with **Torry Harris Business Solutions Private Limited** (the **Company** or **us**), the Company is pleased to inform you that you have been selected to undergo training in the Company as a Student Trainee on the following terms and conditions:

1. NATURE OF ENGAGEMENT:

You will be engaged as a Student Trainee in the field of software and IT services.

2. DURATION OF INTERNSHIP:

The duration of Internship will be for a period of 3 months, the dates will be shared on or before Dec 2022. Unless the Company extends the period of your Internship/training in writing, your Internship/training shall automatically stand terminated upon the expiry of the Internship/training period.

3. STIPEND:

During the Internship period, you will be paid a consolidated monthly Stipend of **Rs. 20,000 (Rupees Twenty Thousand Only) per month** and you shall not be entitled to any other remuneration of any sort.

4. VERIFICATION REPORT:

Your engagement will be subject to receipt of satisfactory report with regard to verification of the particulars furnished by you in your

Training & Placement Officer
DVR & Dr HS MIC College of Technolo

application and the information given at the time of interview, including the references given by you.

5. OBLIGATION AND RESPONSIBILITIES:

a) During the internship/training period, the Company expects you to undergo training in any department/section in which you are placed with high standard of initiative and efficiency.

b) The Trainee agrees and acknowledges that as a part of her/his internship program with the Company, the Trainee may be granted access to various kinds of Confidential Information. For the purposes of this letter, the term **Confidential Information** shall mean and include, without limitation, all knowledge or information concerning the Company, the Company's businesses, employment policies and practices, business requirements, customers, partners, service providers, Trainees, students, vendors, pricing, customer information, account information, business planning, business operations, administration, financials, marketing, sales, investment strategies, sales data, flow charts, projections, strategies, pricing information, information technology architectures and solutions and systems, inventions, patents, products, processes, methods, techniques, software, computer programs, computer systems, software devices, information about the design, methodology and documentation thereof, training manuals, plans, charts, lists, details, notes, files, letters, memoranda, reports, records, data, sketches, journals, copyrightable materials, trade secrets, usernames and passwords, educational content, and any records and repositories of all of the foregoing, in whatever form or medium, written or oral, printed documents, computer disks or tapes, whether machine or user readable, and this term shall include derivative works of the said Confidential Information.

c) The Trainee agrees and undertakes that:

(i) shall not during the term of this internship/training program or at any time thereafter, divulge or make use of any trade secrets,

Confidential Information, or intellectual property of any kind concerning the business of the Company or any of their dealings, transactions and affairs or any information concerning any of their partners, or customers which s/he possesses or comes to possess during the term of her/his Internship/training program with the Company, or which s/he may make or discover during the said period and that s/he shall also use her/his best endeavours to prevent any other person from doing so.

(ii) all data, documents, emails, papers, plans, drawings, photographs, reports, statements, correspondence, etc. and technical information, know-how and instructions as well as business details or commercial policies that pass to the Trainee or which come to her/his knowledge shall be treated as confidential and s/he shall be bound to keep secret all such confidential matters including papers and documents, computer floppies, USB drives, hard drives, CDs or other media containing the same and shall not disclose, communicate, reproduce or distribute the same or copies thereof to anyone except in the course of the rightful discharge of her/his duties towards the Company.

(iii) shall not at any time after the termination of the Internship/ training program in any way make known or divulge to any person, firm or body corporate any of the methods, systems or other information of any kind in relation to the affairs of the Company whether such information is or was acquired by the Trainee before commencement of her/his Internship/training program with the Company.

(iv) ownership of, and all right, title, and interest in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans,

know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company by the Trainee, whether before or after commencement of the Trainee's internship/training with the Company (the **Intellectual Property**) shall vest in the Company.

(v) the Trainee hereby transfers and assigns in favour of the Company, all rights, title and interest in and to all the Intellectual Property, together with the rights to sublicense or transfer any and all rights assigned hereunder to third parties, in perpetuity. The Trainee agrees that such assignment shall be perpetual, worldwide and royalty free.

(vi) notwithstanding the provisions of Section 19(4) of the Copyright Act, 1957, such assignment in so far as it relates to copyrightable material shall not lapse nor the rights transferred therein revert to the Trainee, even if the Company does not exercise the rights under the assignment within a period of one year from the date of assignment. The Trainee further acknowledges and agrees that he shall waive any right to and shall not raise any objection or claims to the Copyright Board with respect to the assignment, pursuant to Section 19A of the Copyright Act, 1957. The Trainee also agrees to assist and

cooperate with the Company in perfecting the Company's rights in the Intellectual Property.

(vii) shall forthwith communicate to the Company and transfer to it the exclusive benefit of all inventions, discoveries and improvements which s/he may make or discover during the continuance of her/his engagement relating to the Company's trade or business and shall give full information as to the exact mode of working and usage of the same and also all such explanation and instructions, to the officers and workmen of the Company as may be necessary to enable them to work the same effectively and shall, at the expense of the Company, furnish it with all necessary plans, drawings and models.

(viii) shall, whenever requested so to do by the Company whether during or after the termination of this letter, at the cost of the Company execute and sign any and all applications, assignments and other instruments which the Company may deem necessary or advisable in order to apply for and to obtain letters, patent, design, registration or other forms of protection for the aforesaid improvements, inventions and discoveries in such countries as the Company may direct and to vest in the Company the whole, right, title and interest therein.

6. RELATIONSHIP BETWEEN THE PARTIES:

a) The Company and the Trainee acknowledge and agree that the Company agreeing to allow the Trainee to participate in the Internship/ training program of the Company in terms of this letter does not create any relationship of employer and employee, nor principal and agent and under no circumstances is the Trainee to be considered the employee or agent of the Company. You agree and acknowledge that the Internship/training program of the Company is a voluntary programme for a fixed duration undertaken purely for educational

purposes and with a view to evaluating whether you can be employed at a future date, in the sole discretion of the Company.

b) The Trainee undertakes to perform in terms of this letter as an independent contractor for the purpose of providing services to the Company and the Trainee shall have no right or authority to assume or claim any obligation of any kind, expressed or implied, nor to accept or to take any monies on orders obtained, nor to bind the Company in any way whatsoever, nor to hold itself out as an agent, employee or officer of the Company to any third party. The Trainee shall make no representation, undertaking or warranty concerning the Company's products and services.

7. POSTING:

During your internship/training period, you are liable to be transferred or assigned to work in any division or department of the Company. You may also be required to undergo internship/training in order to enable you to have hands on experience in various skills, you may be entrusted with different assignments and duties.

8. MISCONDUCT:

a) In the event that you are found guilty any misconduct, you are liable to be disengaged without any notice or payment of stipend in lieu of notice.

b) Notwithstanding the condition regarding written notice of termination, the Company shall have the right to terminate your Internship/ training without any notice or payment in lieu of notice, if any declaration given or information furnished by you to the Company is found to be false or if you are found to have willfully suppressed any material information.

9. TERMINATION:

Notwithstanding anything contained herein, the Company reserves the right in its sole discretion, of terminating your engagement during the Internship/training period, without assigning any reasons, by giving 15 days' notice or payment of fifteen days' stipend in lieu of notice.

In the event of your remaining absent without leave or permission for more than three consecutive days (including remaining absent after the sanctioned leave period for a consecutive period of more than three days), you are liable to be treated as having abandoned the Internship/ training, and the Company shall be entitled to terminate your engagement without any notice or payment of any stipend in lieu of notice.

10. AFTER COMPLETION/TERMINATION OF TRAINING:

On completion/termination of training, you will immediately surrender to the Company all specifications, documents, literature, drawings, records etc., belonging to the Company or relating to its business and shall not take or retain any copies of the said items.

11. FUTURE EMPLOYMENT:

In the event that you complete the training to the subjective satisfaction of the Company in its sole discretion, you will be appointed as **Associate Software Engineer** Trainee in the service of the Company with a **gross salary of Rs. 4,50,000 per annum**. In addition, you will also be entitled for a **performance linked pay of up to Rs. 50,000 (Rupees Fifty Thousand only) per annum**. You will be considered as a regular employee of the Company from the date you are absorbed in the employment of the Company. The period of Training will not be counted for the purpose of computing your tenure of service with the Company or for extending, any benefit that are otherwise available to the regular employees of the Company.

12. DATE OF COMMENCEMENT OF INTERSHIP/TRAINING:

In case the above terms and conditions are acceptable to you, you are required to return the duplicate copy of this letter of engagement duly signed or an email acceptance within four days from the date of this letter. Your reporting date and time will be communicated later.

While reporting for training please bring

- 4 White background Passport size photographs
- 2 copies each of your certificates starting from 10th to the highest
- Provisional or course completion certificate (Engineering)
- Fitness certificate from any registered practitioner (Original)
- Address proof copy (Passport, Voters ID, Driving License, or UID)

The original certificates will be returned to you after verification.

After your successful completion of the training programme, and should the Company agree to employ you, you agree to be posted in any location where the Company is operating from. You agree that this could also include a unit in a Software Economic Zone (SEZ) location. This would be informed to you after the completion of your training.

We would like to take this opportunity to welcome you to the Company as a trainee. We hope that your training with us will be rewarding.

Yours faithfully,

For **TORRY HARRIS BUSINESS SOLUTIONS PRIVATE LIMITED**

Shivdayal Charan
Authorized Signatory

ENDORSEMENT

I, accept the terms and conditions stipulated in the above letter of engagement.

PLACE:

DATE:

(Signature of the Candidate)

Gmail

TNP MIC College <tnp@mictech.ac.in>

NavTech Electronics Logo

Kiran Kumar Gollana <kgollana@navtechelectronics.com>
To: "tnp@mictech.ac.in" <tnp@mictech.ac.in>
Cc: Sumithra Beluu <sumithra@navtechelectronics.com>, Kiran Kumar D V <kirankumar.d@navtechelectronics.com>

Tue, Oct 6, 2022 at 1:29 PM

Dear Mr. Prasad,

Please find below the final list of the students selected for Nav Tech Electronics along with the remarks. Kindly provide the information to the students. Also share their Permanent address details to mention in the offer letter.

Sno.	College	Candidate	MOBILE NO	Final Status	Remarks
1	MIT	Nagothi Giridhar (M)	9177689278	Selected	Post 6 months internship he will be designated as Trainee Engineer.
2	MIT	Vempeti Sai Krishna (M)	9390715287	Selected	Post 6 months internship he will be designated as Trainee Engineer.
3	MIT	Venkata Sai Pranathi Nedunuri (F)	9652017738	Selected	Post 6 months internship she will be designated as Trainee Engineer.
4	MIT	Gudipudi Pravallika (F)	9390645084	Selected	Post 6 months internship she will be designated as Trainee Engineer.
5	MIT	Liddha Kallepalli (F)	9305668421	Selected	Post 6 months internship she will be designated as Trainee Engineer.
6	MIT	Shaik Rukesana (F)	9642731185	Rejected	Considered only for 6 months internship.
7	MIT	Kalavala Rithesh Reddy (M)	7993543252	Rejected	Considered only for 6 months internship.

Thanks & Regards

Kiran Kumar G

Manager-HR

kgollana@navtechelectronics.com

Nav Tech

[Quoted text hidden]
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Training & Placement Officer
DVR & Dr HS MIC College of Technology

19H71A0453

Nav Tech ELECTRONICS

November 02, 2022

To

Ms. Venkata Sri Pranathi Nedunuri,
D No: 7-80/1, Rathan Residency, 51 Flat, Gollapudi, One Center,
Vijayawada, Krishna District, Andhra Pradesh-521225.

Dear Venkata Sri Pranathi Nedunuri

Congratulations!

On behalf of Nav Tech Electronics we are pleased to offer you an **Internship program** for a duration of six months. You training period will be in Hyderabad location from **08-December-2022 till 09-June-2023.** You will be paid as intern a stipend of **Rs. 12,000/- (Rupees Twelve Thousand Only)** per month inclusive of tax deduction.

The purpose of this letter is to set forth understanding of the terms of your internship with Nav Tech Electronics, including your duties. It is important to us that your involvement makes a tangible, measurable and profitable contribution. It is also important that you are inspired to remain with Nav Tech Electronics over time, and to focus your energies on successfully and efficiently contributing to our Company goals.

An agreement of 2.6 years (Including Internship duration) is mutually agreed and if there is a violation to the mentioned stipulated duration or break the agreement and leave the company before completion of the above said period, you will have to pay an amount of **Rs. 2,00,000/- (Rupees Two Lakhs Only)** for training and liquidation damages.

Assessment:

Technical assessments will be done on monthly basis and based on the feedback a Mandate will be issued on continuation of your services post Internship Program. If continued you will be designated as **Trainee Engineer** and accordingly your CTC will be fixed.

Venkata Sri Pranathi Nedunuri, we are so pleased and excited that you have chosen to become a part of Nav Tech Electronics and look forward to the energy and experience you will bring to our growing organization. If you have any questions or concerns, please feel free to contact us. Welcome to Nav Tech Electronic. We wish good luck in building your career.

Yours sincerely,

B. Susmitha

Susmitha Balusu
Human Resources

Acceptance

NAV TECH ELECTRONICS PRIVATE LIMITED Hyderabad

Register Office : Flat No 904, Tower No:LH-2, LancoHills, Manikonda, Puppalaguda, Gachibowli, Hyderabad, Telangana - 500089
Head Office : Plot No 379, Road No 10, Jubilee Hills, Hyderabad, Telangana - 500033, India
E-mail : info@navtechelectronics.com www.navtechelectronics.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-453

Annexure-A

Photocopies of the following documents need to be submitted at the time to joining.

- Educational qualification certificates (right from SSC till the latest degree along with Mark sheets).
- 3 recent passport size photographs (4.5 cm X 3.5 cm) with white background. Head size must be within a maximum 80% and minimum 70% of the photo size.
- Passport (All pages (If travelled outside India)/Front & Back (If there is no Travel History))
- PAN Card & Aadhar Card (Mandatory).
- Copies of at least two of Central/State Government approved ID proof (Copy of License or Voter ID card or Ration Card).

Nav Tech

19H71A04C3

Nav Tech
ELECTRONICS

November 02, 2022

To
Mr. Giridhar Nagothi,
D.No: 5-3-27, Banka Rama Krishna Street, Chittinagar,
Vijayawada, Krishna District, Andhra Pradesh-520001.

Dear Giridhar Nagothi,

Congratulations!

On behalf of Nav Tech Electronics we are pleased to offer you an **Internship program** for a duration of six months. You training period will be in Hyderabad location from **08-December-2022 till 09-June-2023.** You will be paid as intern a stipend of **Rs. 12,000/- (Rupees Twelve Thousand Only)** per month inclusive of tax deduction.

The purpose of this letter is to set forth understanding of the terms of your internship with Nav Tech Electronics, including your duties. It is important to us that your involvement makes a tangible, measurable and profitable contribution. It is also important that you are inspired to remain with Nav Tech Electronics over time, and to focus your energies on successfully and efficiently contributing to our Company goals.

An agreement of 2.6 years (including internship duration) is mutually agreed and if there is a violation to the mentioned stipulated duration or break the agreement and leave the company before completion of the above said period, you will have to pay an amount of **Rs. 2,00,000/- (Rupees Two Lakhs Only)** for training and liquidation damages.

Assessment:

Technical assessments will be done on monthly basis and based on the feedback a Mandate will be issued on continuation of your services post Internship Program. If continued you will be designated as **Trainee Engineer** and accordingly your CTC will be fixed.

Giridhar Nagothi, we are so pleased and excited that you have chosen to become a part of Nav Tech Electronics and look forward to the energy and experience you will bring to our growing organization. If you have any questions or concerns, please feel free to contact us. Welcome to Nav Tech Electronic. We wish good luck in building your career.

Yours sincerely,

B Sushitha

Susmitha Baluvu
Human Resources

Acceptance

NAV TECH ELECTRONICS PRIVATE LTD. Hyderabad

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-403

Nav Tech ELECTRONICS

Annexure-A

Photocopies of the following documents need to be submitted at the time to joining.

- Educational qualification certificates (right from SSC till the latest degree along with Mark sheets).
- 3 recent passport size photographs (4.5 cm X 3.5 cm) with white background. Head size must be within a maximum 80% and minimum 70% of the photo size.
- Passport (All pages (If travelled outside India)/Front & Back (if there is no Travel History))
- PAN Card & Aadhar Card (Mandatory).
- Copies of at least two of Central/State Government approved ID proof (Copy of License or Voter ID card or Ration Card).

19H71A04E6

Nav Tech ELECTRONICS

November 02, 2022

To
Ms. Ruksana Shaik,
D.No: 29/76, Cheruvu Bazar, Mayuri Talkies Road,
Nandigama, NTR District, Andhra Pradesh-521185.

Dear Ruksana Shaik,

Congratulations!

On behalf of Nav Tech Electronics we are pleased to offer you an internship program for a duration of six months. You training period will be in Hyderabad location from 08-December-2022 till 09-June-2023. You will be paid as intern a stipend of Rs. 12,000/- (Rupees Twelve Thousand Only) per month inclusive of tax deduction.

The purpose of this letter is to set forth understanding of the terms of your internship with Nav Tech Electronics, including your duties. It is important to us that your involvement makes a tangible, measurable and profitable contribution. It is also important that you are inspired to remain with Nav Tech Electronics over time, and to focus your energies on successfully and efficiently contributing to our Company goals.

Ruksana Shaik, we are so pleased and excited that you have chosen to become a part of Nav Tech Electronics and look forward to the energy and experience you will bring to our growing organization. If you have any questions or concerns, please feel free to contact us. Welcome to Nav Tech Electronic. We wish good luck in building your career.

Note: This is an internship offer letter only and company does not guarantee any employment, unless your performance meets our expectations.

Yours sincerely,

B. Sumitha

Sumitha Bafusu
Human Resources

Acceptance

Nav Tech Electronics India Pvt. Ltd. Hyderabad

Training & Placement Officer
DVR & Dr. HS MIC College of Technology

Nav Tech ELECTRONICS

19A71A04E2

November 02, 2022

To

Ms. Pravallika Gudipudi,
D.No: 9-177, Nannapaneni Street, Amrit Sai Girls Hostel Road,
Kanchikacherla, NTR District, Andhra Pradesh- 521180.

Dear Pravallika Gudipudi,

Congratulations!

On behalf of Nav Tech Electronics we are pleased to offer you an **Internship program** for a duration of six months. You training period will be in Hyderabad location from **08-December-2022 till 09-June-2023**.You will be paid as intern a stipend of **Rs. 12,000/- (Rupees Twelve Thousand Only)** per month inclusive of tax deduction.

The purpose of this letter is to set forth understanding of the terms of your internship with Nav Tech Electronics, including your duties. It is important to us that your involvement makes a tangible, measurable and profitable contribution. It is also important that you are inspired to remain with Nav Tech Electronics over time, and to focus your energies on successfully and efficiently contributing to our Company goals.

An agreement of 2.6 years (including internship duration) is mutually agreed and if there is a violation to the mentioned stipulated duration or break the agreement and leave the company before completion of the above said period, you will have to pay an amount of **Rs. 2,00,000/- (Rupees Two Lakhs Only)** for training and liquidation damages.

Assessment:

Technical assessments will be done on monthly basis and based on the feedback a Mandate will be issued on continuation of your services post Internship Program. If continued you will be designated as **Trainee Engineer** and accordingly your CTC will be fixed.

Pravallika Gudipudi, we are so pleased and excited that you have chosen to become a part of Nav Tech Electronics and look forward to the energy and experience you will bring to our growing organization. If you have any questions or concerns, please feel free to contact us. Welcome to Nav Tech Electronic. We wish good luck in building your career.

Yours sincerely,

B. Susmitha

Susmitha Balusu
Human Resources

Acceptance

Hyderabad

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Register Office :Flat No 904,Tower No:LH-2,LancoHills,Manikonda,Puppalaguda,Gachibowli,Hyderabad,Telangana - 500089
Head Office : Plot No 379,Road No 10,Jubilee Hills,Hyderabad,Telangana - 500033,India
E-mail : info@navtechelectronics.com www.navtechelectronics.com

Nav Tech ELECTRONICS

20475A0416

November 02, 2022

To
Ms. Likitha Kallepalli,
1-4-287/1, Near Lorry Stand, Balakotayya Street, RTC Workshop Road,
Bhavanipuram, Vijayawada, Krishna District, Andhra Pradesh-520012.

Dear Likitha Kallepalli

Congratulations!

On behalf of Nav Tech Electronics we are pleased to offer you an **Internship program** for a duration of six months. You training period will be in Hyderabad location from **08-December-2022 till 09-June-2023.** You will be paid as intern a stipend of **Rs. 12,000/- (Rupees Twelve Thousand Only)** per month inclusive of tax deduction.

The purpose of this letter is to set forth understanding of the terms of your internship with Nav Tech Electronics, including your duties. It is important to us that your involvement makes a tangible, measureble and profitable contribution. It is also important that you are inspired to remain with Nav Tech Electronics over time, and to focus your energies on successfully and efficiently contributing to our Company goals.

An agreement of 2.6 years (including internship duration) is mutually agreed and if there is a violation to the mentioned stipulated duration or break the agreement and leave the company before completion of the above said period, you will have to pay an amount of **Rs. 2,00,000/- (Rupees Two Lakhs Only)** for training and liquidation damages.

Assessment:

Technical assessments will be done on monthly basis and based on the feedback a Mandate will be issued on continuation of your services post Internship Program. If continued you will be designated as **Trainee Engineer** and accordingly your CTC will be fixed.

Likitha Kallepalli, we are so pleased and excited that you have chosen to become a part of Nav Tech Electronics and look forward to the energy and experience you will bring to our growing organization. If you have any questions or concerns, please feel free to contact us. Welcome to Nav Tech Electronic. We wish good luck in building your career.

Yours sincerely,

B. Sushmitha

Susmitha Balusu
Human Resources

Acceptance

Register Office : Flat No 904, Tower No:LH-2, LancoHills, Manikonda, Puppalaguda, Gachibowli, Hyderabad, Telangana - 500089
Head Office : Plot No 379, Road No 10, Jubilee Hills, Hyderabad, Telangana - 500033, India
E-mail : info@navtechelectronics.com www.navtechelectronics.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

2.3 The Employee shall devote all his business time, attention and energies to the Business.

2.4 The Employee agrees that he will, at all times, while performing services for the Company, devote his reasonable best efforts, skill and ability and shall perform his responsibilities in a competent and professional manner.

2.5 The Employee further agrees that during the term of this Agreement, he shall not render commercial or professional services of whatsoever nature to any person or organization, whether or not, for pecuniary gain.

2.6 The Employee agrees and undertakes that during the term of this Agreement, he shall not hold any position (whether directly or indirectly, for profit or not) in any company, organization, entities, partnership and/or joint venture without the prior written consent of the Company.

2.7 The Employee agrees to abide by the rules, regulations, human resource manual, stock option scheme, personnel policies and other policies of the Company and any change thereof which may be adopted by the Company from time to time ("HR Manual").

3. Compensation and Benefits.

3.1 The Employee shall be entitled to the following compensations and benefits as given below:

3.1.1 **Remuneration:** The Employee shall be entitled to the remuneration as set out in detail in SCHEDULE 1 annexed hereto.

3.2 **Reimbursement of Expenses.** Upon presentation of supporting documentation as may be reasonably satisfactory to the Company, the Company may as per the its policies, reimburse all business-related expenses incurred by the Employee in the performance of his duties hereunder, including, without limitation, those incurred in connection with business-related travel, boarding and lodging, telecommunications and entertainment in accordance with Company's policy in this regard.

3.3 **Withholding & Taxation.** The Remuneration (cost-to-company) paid to the Employee hereunder shall be subject to applicable taxes and the Company may withhold therefrom any amounts as are required to be withheld pursuant to applicable Law. Any tax liability arising in respect of payments made pursuant to the Agreement or income earned by the Employee while the Agreement is in effect shall be borne solely by the Employee. The Company shall only be responsible for withholding taxes from the payments made to the Employee pursuant to the Agreement and payment thereof to the credit of the government in accordance with the Income Tax Act, 1961.

3.4 **Leaves and benefits:** Subject to the applicable laws, the Employee shall be eligible for certain leaves such as casual leaves, sick leaves etc. The terms and conditions for such leaves is governed by the HR Manual of the Company and the Company reserves the right to modify the terms of such HR Manual without any consent of the Employee.

3.5 **Relocation Reimbursement Benefits:** Company shall reimburse as per norms for the expenses he/she and his/her family incur in relocating to the metropolitan area as required by the job in accordance with Company's Relocation Plan and/or as otherwise agreed by Company. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Relocation Reimbursement done by the company.

3.6 **Joining Bonus Benefits:** If employee shall be entitled to receive a Joining bonus, the Joining Bonus will be paid no later than 30 days following the Joining Date. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Joining Bonus.

4. Term of the Agreement.

4.1. The Parties acknowledge that Employee's employment with the Company commenced on Effective Date and agree that it will continue unless terminated by either Party in accordance with the provisions of this Agreement ("Term"); Provided, however, that the employee agrees to serve the company for a minimum period of 9 months from the effective date.

6. **Effective Date of Termination.** Notwithstanding anything in this Agreement, the termination of the Employee's services pursuant to this Agreement shall be effective:

6.1. 30 (thirty) days after the Company delivers to the Employee written notice of his termination by reason of the Employee's having become disabled as per Clause 5.2 above;

6.2. immediately upon the delivery of written notice to the Employee by the Company of his termination with Cause as per Clause 5.1;

6.3. the last working day of the Employee, where Employee delivers to the Company written notice of his resignation in accordance only with Clause 5.3 above. The Employee agrees that during such notice period Employee shall continue to perform his regular duties and will assist the Company. Further the Employee shall be relieved from his duties only after he hands over the Company's property and comply with the terms of full and final settlement policy.

6.4. the date mentioned in the termination notice issued by the Company, with respect to event occurred as per Clause 5.4 and 5.5 above.

7. **Effect of Termination**

7.1. **Effect of termination before the expiry of training Period:** If the employment of the Employees is terminated by the Company before the expiry of the training Period, the Employee shall receive only unpaid salary with respect to the number of days worked by the Employee. For the purpose of clarification, the Company shall not give severance package/salary to the Employee.

7.2. **Effect of termination before the expiry of Minimum Term:** If the Employee violates the Clause 4.1 of this Agreement i.e., Employee terminates this Agreement before the completion of Minimum Term, Employees agrees for the following:-

7.2.1 Shall pay a cost of training of INR **25,000/-** immediately; and
7.2.2 the Employee shall finish all the exit formalities as per the human resources policies/manual of the Company. The Company shall upon receipt of payment of Liquidated Damages, shall relieve the Employee from the duties, within 30 days from the date of payment of Liquidated Damages.

It is hereby clarified that, in the event, if the Employee fails to comply with the conditions mentioned in clause 7.2.1., and 7.2.1., he shall be known as bad leaver (**"Bad Leaver"**) the Company shall have a right to receive from the Employee such Liquidated Damages and unliquidated damages, as it may deem fit. Notwithstanding anything contained in this Agreement, upon an Employee becoming a Bad Leaver (including where the Employee's services are terminated for Cause), the Company shall be entitled to all remedies that may be available to it under applicable law.

7.3. **Effect of termination due to Absconding:** If the Employee is absconded, as stipulated under Clause 5.5 of this Agreement, the Company shall have a right to receive from the Employee such damages, as it may deem fit. Notwithstanding anything contained in this Agreement, the Company shall be entitled to all remedies that may be available to it under applicable law

8. **Non-Disclosure of Confidential or Proprietary Information.**

8.1. The Employee acknowledges that during the course of rendering services and performing his other duties under this Agreement, he will have and / or has had access to information about the Company and / or its Affiliates or otherwise in its possession and that his services with the Company shall bring him into close contact with many confidential affairs of the Company and / or its Affiliates, including without limitation, information regarding the following:

8.1.1.management methods and operating techniques;
8.1.2.sales, advertising and marketing methods;
8.1.3.business and training techniques, manuals and procedures;

10. **Non-Competition Restrictions and Non-Solicitation Restrictions.**

10.1. The Employee undertakes that without prejudice to any other duty implied by law, he shall not, either directly or through his Affiliates, during the Non-Compete Period, either personally or through an agent, company or through a partnership or as a shareholder of a private company or a public unlisted company, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or in any other manner whatsoever, whether for profit or otherwise:

10.1.1. be concerned or interested in any business in any manner whatsoever that directly or indirectly competes with the Business or any business in which the Company engages or plans to engage in at the time of termination of the employment of the Employee (**"Competing Business"**);

10.1.2. be concerned in any business in any manner whatsoever that directly or indirectly competes with the business in which such Employee is materially involved as an employee of the Company after the Effective Date;

10.1.3. except on behalf of the Company, canvas or solicit business or customers for services similar to those being provided by the Company from any Person who is a customer of the Company;

10.1.4. induce or attempt to induce any customer/client of the Company to cease to be a customer/client, or to restrict or vary the terms of the contract to, the Company or otherwise interfere with the relationship between such a customer/client and the Company (save and except actions taken during the course of his employment with the Company in exercise of his power and authority as an employee of the Company and in, what he reasonably believes to be, in the interest of the Company);

10.1.5. he shall not, directly or indirectly, including by assisting others, solicit, recruit, induce or attempt to persuade (a) any Person then engaged by the Company as an employee, officer or director or so engaged within the preceding 12 month(s) period (**"Existing Employee"**) to leave the employment of the Company; or (b) encourage any consultant, vendor or customer to reduce the quantum of business they do with the Company. It is clarified that the Employee shall be deemed to have breached and failed to comply with the provisions of this Clause 10.1.4 if the Employee directly or indirectly as an officer or director of another organization or otherwise, employ, engage or retain, an Existing Employee, if such employment or engagement arose on account of any act of the Employee.

10.2. The Parties recognize that the foregoing covenants in this Clause 10 and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of the Company, and agree that such limitations are reasonable with respect to the business of the Company.

10.3. The Employee acknowledges and agrees that the compensation paid to him under this Agreement (as set out in Clause 3 above) along with the mutual agreements, covenants, representations and warranties set forth in the this Agreement is adequate consideration for the non-compete covenants contained in this Agreement and that the restrictions contained in this clause are considered reasonable for the legitimate protection of the Business and goodwill of the Company. However, in the event that such restriction shall be found to be void, but would be valid if some part thereof was deleted or the scope, period or area of application were reduced, the above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid and effective.

10.4. The Employee acknowledges and agrees that the covenants and obligations with respect to non-competition and non-solicitation as set forth above shall not be construed to be a restraint of trade against the Employee and relate to special, unique and extraordinary matters, and that a violation of

14. **Indemnities.** The Employee, at all times during the course of his employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company actually suffers or incurs as a direct result of acts or omissions of the Employee during the course of employment.

15. **Deductions.** The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any outstanding loans, advances or overpayments.

16. **Entire Agreement; Termination of Prior Agreements.** This Agreement and the agreements and documents referred to herein contain the entire understanding of the Employee and the Company with respect to the services to be rendered by the Employee to the Company and supersede any and all prior understandings, written or oral, between the Employee and the Company and between the Employee and any Affiliate or predecessor of the Company. Any such prior understandings or agreements are hereby terminated and are of no further force and effect. This Agreement may not be amended, waived, discharged or terminated orally, but only by an instrument in writing, specifically identified as an amendment to this Agreement, and signed by the Employee and a duly authorized officer of the Company. By entering into this Agreement, the Employee certifies and acknowledges that he has carefully read all of the provisions of this Agreement and the rules and regulations of the Company and that he voluntarily and knowingly enters into this Agreement.

17. **Severability.** If any provision of this Agreement or the application thereof to any Person or circumstance shall be invalid or unenforceable to any extent for any reason including by reason of any law or regulation or government policy or any amendment thereof, the remainder of this Agreement and the application of such provision to Persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision, which is valid and enforceable and most nearly reflects the original intent of the unenforceable provision.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Republic of India without regard to applicable conflicts of laws principles. The courts in Hyderabad shall have the exclusive jurisdiction in relation to all matters arising out of this Agreement.

19. **Notices.**

Any notice or other communication hereunder must be given in writing and either (a) delivered in person; (b) transmitted by facsimile, provided that any notice so given is also mailed as provided in clause (c); or (c) mailed, postage prepaid, as follows:

Company	Sai Rahul Varma G CEO & Director Edupolis Education Technology Private Limited, Address: Unschool, S2, CRESENT TOWERS, PLOT -1018 PRAGATHI NAGAR, ABOVE KARUR VYSYA BANK, HYDERABAD, TG 500090 IN Email: rahul@unschool.in

21.3 Salary for the training period i.e. 1st month will be held as training cost and released along with the 2nd month salary to the Employee.

22. Full time Employment.

22.1 The full time employment will start from the 4th Month.

IN WITNESS WHEREOF, EACH OF THE PARTIES HERETO HAS CAUSED THIS AGREEMENT TO BE DULY EXECUTED AND DELIVERED UNDER SEAL, BY ITS AUTHORIZED OFFICERS OR INDIVIDUALLY, AS OF THE DATE FIRST ABOVE WRITTEN.

EMPLOYEE:	**COMPANY:**
Name: Kallapalli Likitha _____	Name: Rahul Varma Title: CEO, Edupolis Education Technology Pvt. Ltd.(Unschool)

- **Refer below for the split-up of the salary structure after completion of 6 months as an New Designation at Edupolis Education Technology Pvt Ltd. (Unschool).**

Name	DOJ	Designation
Kallepalli Likitha	1st December 2022	Business Operations Executive

Automatic CTC Structure		
Particulars	Monthly	Annual
Basic Salary	14,400	1,72,800
House Rent Allowance	5,760	69,120
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	4,862	58,344
Gross Salary	**27,022**	3,24,264
Provident Fund	1,728	20,736
ESIC	-	-
Gross Salary FIX	**28,750**	3,45,000
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	28,750	3,45,000
ESI Employee	-	-
PF Employee	1,728	
Professional Tax	200	
Take Home	25,094	

(* Subject to TDS deduction)

-Your CTC is Rs 3,45,000/-per annum as the fixed portion and 3LPA performance-based incentives for the operating year 2022-23 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

Dear Devi Yasaswi Vemula,

Devineni Venkata Ramana & Dr. Hima Sekhar MIC College of Technology (DVRHSMCT), Kanchikacherla

Batch of 2023

Congratulations!

Hard work never goes in vain. As a result of your commendable performance, we are very happy to share a letter of Intent. Please send across a signed copy of this letter confirming your acceptance.

You will be designated as **Graduate Engineer Trainee** for the first year and your annual CTC will be Rs. 5,00,000/-.

We can't wait for you to discover Titan's defining characteristics such as its commitment to the experience of its internal and external customers, culture that fosters creativity, innovation and excellence, employee centricity and integrity.

As a young graduate, we look forward to you bringing in freshness of thought and action and contributing to Titan's constantly evolving growth story.

The team will be in touch with you over the next couple of months to help you get to know us a little better.

We are delighted to have you on board and welcome you to Titan Company Limited!

Best Regards,

Savita Vijayan

Lead - Talent Acquisition COE

Titan Company Limited

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-402

BE YOURSELF,
MAKE A DIFFERENCE.

accenture

Strictly Private and Confidential

Date: 08/22/2023

Aaritha Gadde

C12187736

3-94-1,Ramalayam Street,chevuturu village,G.Konduru mandal

9014762609

Dear Aaritha Gadde,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Centers, India, as per the below terms and conditions:

Job Profile - Packaged App Development Associate
Management Level - 12
Job Family Group - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details.
- Annexure II for documentation to be submitted by you.
- Annexure III Terms of Employment
- Annexure IV-Declaration

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college , which shall be completed, without any delay or extension, within the course timeline as prescribed by the college/institution/university, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Candidate's Signature _____

Reference Id: e053ce15-28e0-49d5-8c50-6e59d2debb74_1
Signed By: MAHESH VASUDEO ZURALE

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-402

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any 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.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven Days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven Days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history-as well as tips on how to develop yourself (and your career) in the future.

In case you have a query, please raise them on *https://indiacampus.accenture.com/myzone/accenture/auth/login*

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mahesh Vasudeo Zurale
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED

Asritha Gadde

Candidate's Signature _____

MCA-29

BE YOURSELF,
MAKE A DIFFERENCE.

accenture

Strictly Private and Confidential

Date: 08/21/2023

Maanasa Ventrapragada

C12175884

39-249/C, Main Road, Nancharamma Gudi Backside, Anasasagaram, Nandigama

9381968669

Dear Maanasa Ventrapragada,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company or Accenture as the case maybe") in our Advanced Technology Centers, India, as per the below terms and conditions:

Job Profile - Packaged App Development Associate

Management Level - 12

Job Family Group - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details.
- Annexure II for documentation to be submitted by you.
- Annexure III Terms of Employment
- Annexure IV-Declaration

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college , which shall be completed, without any delay or extension, within the course timeline as prescribed by the college/institution/university, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Candidate's Signature _____

Reference Id: abf773fe-7d14-430c-857f-5ce635e60d0f_1
Signed By: MAHESH VASUDEO ZURALE

Training & Placement Officer
DVR & Dr HS MIC College of Technology

MCA-29

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any 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.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (http://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven Days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven Days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history-as well as tips on how to develop yourself (and your career) in the future.

In case you have a query, please raise them on https://indiacampus.accenture.com/myzone/accenture/default.aspx

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

Mahesh Vasudeo Zunke
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED

Manasa Ventrapragada

Candidate's Signature _____

Gmail

19-524

TNP MIC College <tnp@mictech.ac.in>

Fwd: Recall: Final reminder- Welcome to Deloitte family! || Goodies Survey ||

1 message

anjali vemuri <anjalichowdary.v@gmail.com>
To: tnp@mictech.ac.in

Tue, Jun 6, 2023 at 10:40 AM

---------- Forwarded message ---------
From: **USI Consulting Campus** <usiconsultingcampus@deloitte.com>
Date: Mon, May 22, 2023, 8:50 PM
Subject: Recall: Final reminder- Welcome to Deloitte family! || Goodies Survey ||
To:

USI Consulting Campus would like to recall the message, " Final reminder- Welcome to Deloitte family! || Goodies Survey || ".

This message (including any attachments) contains confidential information intended for a specific individual and purpose, and is protected by law. If you are not the intended recipient, you should delete this message and any disclosure, copying, or distribution of this message, or the taking of any action based on it, by you is strictly prohibited.

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v.E.1

Training & Placement Officer
DVR & Dr HS MIC College of Technology

4:21 PM

Deloitte Consulting NLA - Interview Result

Inbox

Deloitte NLA 22 Mar
to me

Deloitte.

National Level Assessment

Congratulations!

Dea Vemuri Krishithanjali,

Congratulations! You have cleared the National Level Assessment interview process and are one step closer to unlocking your

Training & Placement Officer
DVR & Dr HS MIC College of Technology

5 MS

National Level Assessment

Congratulations!

Dear Kaya Sri Lakshmi,

Congratulations! You have cleared the National Level Assessment Interview process and are one step closer to unlocking your potential at Deloitte.

Please keep monitoring your mailbox for further details from us.

In case of any queries, please write to us at usiconsultingcampus@deloitte.com (Subject: Deloitte Consulting NLA).

Best regards,
Campus team

Training & Placement Officer
DVR & Dr HS MIC College of Technology

549

Deloitte NLA 22 Mar

to me

Deloitte.

National Level Assessment

Congratulations!

Dear Pulipati Sravya,

Congratulations! You have cleared the National Level Assessment interview process and are one step closer to unlocking your potential at Deloitte.

Please keep monitoring your mailbox for

Training & Placement Officer
DVR & Dr HS MIC College of Technology

SA3

6:39 PM

Deloitte Consulting NLA - Interview Result

Inbox

Deloitte NLA 22 Mar
to me

Deloitte.

National Level Assessment

Congratulations!

Dear Shaik Sama,

Congratulations! You have cleared the National Level Assessment interview process and are one step closer to unlocking your

Training & Placement Officer
DVR & Dr HS MIC College of Technology

5A0

6:50 73%

Deloitte NLA 22 Mar
to me

Deloitte.

National Level Assessment

Congratulations!

Dear Jonnakuti Rushika,

Congratulations! You have cleared the National Level Assessment Interview process and are one step closer to unlocking your potential at Deloitte.

Please keep monitoring your mailbox for further details from us.

In case of any queries, please write to us at usiconsultingcampus@deloitte.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Gmail

TNP MIC College <tnp@mictech.ac.in>

Selected Candidates List

1 message

Siva Kishore N <sivakishore@snovasys.com>
To: TNP MIC College <tnp@mictech.ac.in>
Cc: Sai Sravani <saisravani@snovasys.com>, Siva Byrapuneni <siva@snovasys.com>

Mon, Jan 30, 2023 at 10:31 AM

Dear Prasad Garu,

Thank you for giving us the opportunity to recruit resources from your Campus. I am delighted to inform you that the following candidates have been selected by **Snovasys software solutions Pvt. Ltd.** in the Campus Placement Program held on 24th January 2023

S.NO	STUDENT NAME	BRANCH	FEEDBACK	CTC
1	Nayeem Mahammad	CSE	SELECTED	5.5 LPA
2	Pulipati Sravya	CSE	SELECTED	4.5 LPA
3	Satya Kiran Parasaram	CSE	SELECTED	4 LPA
4	Nirmaldas Tammisetti	CSE	SELECTED	4 LPA
5	Leela Rallapudi	CSE	SELECTED	3.6 LPA
6	Ramanujam Sai tanuja	ECE	SELECTED	4 LPA
7	Challagirl Sirisha	CSE	SELECTED	4.5 LPA

Kindly make it convenient to communicate this message to your placement cell and students, so that the selected candidates should know about the confirmation towards their selection.

Thanks & regards,
Siva Kishore N
+919494093862
HR & RECRUITMENT

SNOVASYS

www.snovasys.com

KJ 30/1/23

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Sign Envelope ID: 72B86FB0-22CC-485C-B8F0-BC211189C9F8

19H71A0439

SNOVASYS

SNOVASYS SOFTWARE SOLUTIONS INDIA PVT LTD
(GST Number - 36AAFCK6891H1Z3)
Parent Head Office:
#21 Gonnerston, Mount Pleasant,
St. Albans, Hertfordshire,
London, AL3 4SY, United Kingdom
www.snovasys.com | info@snovasys.com

Indian Offices:
Hyderabad, Ongole

24th February 2023

To,

Ramanujam Sai Tanuja D/O Sanjeeva Rao,

 # 3-66-5, Surampile,

Gannavaram,

Krishna (D.t),

Andhra Pradesh- 521212,

Phone: 7013541975.

Offer Letter

Dear **Ms. Ramanujam Sai Tanuja,**

This is with reference to your application for employment and the subsequent interview with us.

We are pleased to offer you as an **"Software Trainee Engineer"** in Snovasys Software Solutions India Pvt. Ltd. With a Cost to Company (CTC) of **Four Lakh** (4 Lakhs Only) per annum (Ref Annexure-A) (Hereafter referred to as Annual Salary)

You will be based at **Ongole**

Your Employment with us will be governed by terms and conditions referred here in **Annexure-B.**

Please acknowledge a copy of this appointment letter.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

DocuSign Envelope ID: 72B59F80-22C0-465C-B8F0-9C211189C6F6

19-439

SNOVASYS

SNOVASYS SOFTWARE SOLUTIONS INDIA PVT LTD
(GST Number - 36AAFCK6891H1Z3)
Parent Head Office:
#21 Gonnerston, Mount Pleasant,
St. Albans, Hertfordshire,
London, Al3 4SY, United Kingdom
www.snovasys.com | info@snovasys.com

Indian Offices:
Hyderabad, Ongole

ANNEXURE – A:-

Salary Structure:

1. CTC 4 lakhs per annum after completion of probation period (Includes 10% of Loyalty Bonus paid at the end of the commitment period along with the salary of the following month.)
2. 4 months of probation period (Account pay of Rs.15,000/- per month)

DocuSign Envelope ID: 72B56F60-22C0-465C-B8F0-9C211189C6F6

SNOVASYS

SNOVASYS SOFTWARE SOLUTIONS INDIA PVT LTD
(GST Number - 36AAFCK6891H1Z3)
Parent Head Office:
#21 Gonnerston, Mount Pleasant,
St. Albans, Hertfordshire,
London, AL3 4SY, United Kingdom
www.snovasys.com | info@snovasys.com

Indian Offices:
Hyderabad, Ongole

Employment Agreement (Annexure – B)

Agreement made as of this Date between **Snovasys Software Solutions India Pvt. Ltd.** herein called the **"Employer "and Ms. Ramanujam Sai Tanuja,** here in after called **"Software Trainee Engineer"**, in consideration of the mutual promises and agreements herein contained, the Employer hires and employs the Employee, and the employee agrees to work for and enter the services of the Employer under the following terms hereby agree upon.

The Employee is hereby engaged to work in the capacity **Software Trainee Engineer or** any other capacity so designated.

The effective date of this agreement and the commencement of work here under shall be the date and the employment shall continue in the capacity stated in paragraph above until terminated as hereinafter provided.

Roles & Responsibilities as per the allocated role out of the list below:

- Software Development
- Software Testing
- Software support & maintenance
- Mentoring
- Document preparation

Code of Conduct: During the period of this employment, Employee will serve honestly, faithfully, diligently and efficiently for the growth of the Company. Employee shall conduct in conformity with the code of conduct, as in force from time to time. Further, you shall carry out the instruction in letter & spirit, given by your superiors and shall not disobey any instructions given. Employee shall not indulge in any unethical practices like "go slow "or non-cooperation etc. Employee would be required to apply & maintain the highest standards of personal conduct and integrity and comply with all the policies and procedures of the Company with punctuality. Employees do not do any practices, which directly or indirectly affects Company reputation.

Role Switch as per Employer need: Employee could be switched or allocated additionally to any of the roles during the employment period. The total list of roles include development. QA, QA Lead, Analyst,

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SNOVASYS

SNOVASYS SOFTWARE SOLUTIONS INDIA PVT LTD
(GST Number - 36AAFCK6891H1Z3)
Parent Head Office:
#21 Gonnerston, Mount Pleasant,
St. Albans, Hertfordshire,
London, Al3 4SY, United Kingdom
www.snovasys.com | info@snovasys.com

Indian Offices:
Hyderabad, Ongole

After leaving the company:

- Employee will remove all the source code from their computer(s), hard drive(s), cloud (s) internal or external to the company.
- Employee confirms that he has never subcontracted the work to any other during his employment
- Employee has not distributed the source code to any other.
- Employee had full control of the source code given to him at all times and can confirm that source code was safe, secure at all times under Employee's visibility
- Employee takes the responsibility to ensure all the work is carried out following all the legal guidelines as applicable
- there was no chance that any other could have stolen or copied the source code from employee's computers
- Employee do not have any backups of the source code in any form including but not limited to cloud, printed, hard disk, pen drive.
- Employee do not have any way of retrieving the source code after he leaves the employment
- Employee confirms that he does not hold any access keys, security information that can or will be used to access clients computers or clients IT resources
- No backups or archives are kept in connected or disconnected form or printed form.
- Any known violations will be immediately notified to the employer via at least one form of communication with full disclosure on how the violation has happened
- Source code was not uploaded into any publicly shared sites with any intention. Non-profit reasons are not valid justification.
- Employee has followed the industry standard coding standards and there will no violation of any copyrights to any other individual, organization or company or any other companies

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St. Albans, Hertfordshire,
London, AL3 4SY, United Kingdom
www.snovasys.com | info@snovasys.com

Indian Offices:
Hyderabad, Ongole

ANNEXURE-C

At the time of joining, Employee is requested to bring the following documents (Wherever applicable) in *Original,* along with a photocopy of each.

1. Resume supplied for the interview
2. All educational documents right from 10th to highest degree (need to bring originals for verification)
3. Filled Employment background application form (if applicable)
4. PAN Card and proof of PAN Number (If applicable)
5. Valid passport will be required in case Employee is advised to travel onsite projects
6. Relieving letter or duly accepted resignation letter from present employer, previous salary bank statements and experience letter from all your previous and present employers (if applicable)
7. Latest six months' Pay slips from present employer (if applicable)
8. Form 12B/ Form 16 from all previous and present employers (if applicable)
9. Four passport size photographs
10. Any proof of present address and Proof of permanent address

Please bring all the certificates supporting educational qualifications along with mark sheets and any other relevant documentation in original for verification only.

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Indian Offices:
Hyderabad, Ongole

NON-DISCLOSURE AGREEMENT

(DISCLOSURE BY Snovasys Software Solutions India Pvt Ltd.)

Effective Date: 12th June 2023

Snovasys Software Solutions India Pvt Ltd. ("Provider")

And. **Ms. Ramanujam Sai Tanuja** ("Recipient")

Background:

The Provider may already have disclosed and wishes further to disclose certain information of a confidential nature and to protect such information as set out in this Agreement.

It is agreed:

1. In this Agreement:

   (a) "Confidential Information" means all confidential and proprietary information disclosed by the Provider to the Recipient (whether before, on or after the Effective Date) including, without limitation, business information relating to The Provider's business projects, ideas, product roadmaps, know-how, research and development, designs, processes, drawings, and financial, marketing and sales information. Confidential Information may be disclosed orally or in written or electronic form. Only when it is required for the company.

   (b) "Purpose" means to develop marketing and business plans for a project for the Provider.

2. The Recipient is permitted to use Confidential Information solely for the Purpose. It shall not make copies of the Confidential Information except to the extent reasonably necessary for the Purpose. The Recipient shall ensure that Confidential Information is only provided to those of its employees and directors who have a need to know the same for the Purpose and who are bound by appropriate confidentiality undertakings.

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SNOVASYS

SNOVASYS SOFTWARE SOLUTIONS INDIA PVT LTD
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St. Albans, Hertfordshire,
London, AL3 4SY, United Kingdom
www.snovasys.com | info@snovasys.com

Indian Offices:
Hyderabad, Ongole

7. The Recipient agrees that any breach of this Agreement will result in irreparable harm to the Provider for which damages would be an inadequate remedy. Therefore, in addition to its rights and remedies otherwise available at law, the Provider shall be entitled to equitable relief, including injunction, in the event of such breach.

8. This Agreement constitutes the entire agreement between the parties concerning the subject matter. All additions or modifications must be made in writing and must be signed by an authorised representative of each party. Any action related to this Agreement will be governed by the Laws of India.

Snovasys Software Solutions India Pvt Ltd

DocuSigned by:
Srihari Kothapalli
9C0D8BA0D8F8...

Print name: **Srihari Kothapalli**

CEO

Date: 12th June 2023

DocuSigned by:
A Sai Tanuja
243D7901165140B...

Print name: **Ramanujam Sai Tanuja**

Software Trainee Engineer

Date: 12th June 2023

DocuSign Envelope ID: 72B5BF80-2203-485C-BBFD-9C211165C8F8

SNOVASYS

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(GST Number - 36AAFCK6891H1Z3)
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St. Albans, Hertfordshire,
London, AL3 4SY, United Kingdom
www.snovasys.com | info@snovasys.com

Indian Offices:
Hyderabad, Ongole

This will not be included in any of the amounts calculated as part of the commitment breaking clause as above.

Working Hours: Employee working hours will be the working hours of the office from which you operate. There may be occasions when you may have to work beyond normal office hours or during non-working days, due to the exigencies of the Company's business and you will not be entitled to any additional compensation on that account. Official working hours may increase or decrease during the commitment period.

Guidelines concerning inventions and improvements: Any invention, improvement or designs conceived by you while in our employment, which is within the existing or contemplated scope of the business of the Company, shall become the Company's exclusive property as per Section 17 (c) of the Indian Copyright's Act, 1957. For purposes of this section the expression "the Company" shall in addition to Snovasys Software Solutions India Pvt. Ltd., mean and include any firm, person or company subsidiary, affiliate with the company or business partners.

Confidentiality: Employee are required to strictly maintain the confidentiality of and not divulge or communicate in any manner, any information regarding your remuneration/terms of employment to any other person and in particular any employee of the Company. Such disclosure will be viewed seriously and you are liable for disciplinary action as per rules of the Company.

Non-Compete Agreement: Employer has trade secrets and introduces those to the employee during the course of employment. Employee agrees to non-indulge in any further employment or activity that will benefit employer's direct or indirect businesses. This includes further employment or sharing any trade secrets etc.

Proprietary Information: Employee will not disclose to anyone outside the Company, and will not use except in the business of the Company, any confidential, proprietary or secret information or material relating to the products, services, customers or business operations, personnel or activities of the Company, its licensors, or its clients, any formulae, processes, methods, machines, composition, ideas (collectively, "Proprietary Information"), either during or after employment by the Company in perpetuity, except with the written permission of the Company.

All Proprietary Information (whether or not learned, obtained or developed solely by you or jointly with others) shall remain the property of the Company, and that upon termination of employment or at any earlier time as requested by the Company, you will immediately deliver all Proprietary Information in your

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London, AL3 4SY, United Kingdom
www.snovasys.com | info@snovasys.com

Indian Offices:
Hyderabad, Ongole

like Screen monitoring etc. This would be used in ways that will help Employers go through measure, monitor and improve employee productivity. All the Employees must complete 8 hours of productive time on the Activity Tracker.

Notice period: During the probation if the employee leaves the company, he/ she will have to refund full salary drawn + cost of training incurred on him/her + any other expenses incurred in relation to the specific employment. There would not be a notice period during the probation from the employer.

The notice period after confirmation, will be 3 months from the employee and one month from the employer. If the employee leaves the company or gives notice to the company before completing the 3 years (unplanned absences or sick absences or unapproved absences would not be included towards the commitment period), employee will have to refund all the incurred costs for the company including recruitment, training and any others as applicable which costs at least 50,000/- rupees along with 4 months of salaries to the day of relieving.

For any reason employee wishes to leave the company during the commitment period, employee is expected to give a minimum of 3 months' notice period along with refunding costs as specified above. On receiving a written request from employee to employer stating the reasons to leave, employer may choose to agree or not agree to reduce the costs to be refunded. The reasons could include falling seriously sick, unable to work, getting married and hence having to shift home, shifting home to a different place, problems to do with colleagues or any other problems. As far possible as Indian law applies, none of the reasons should be an excuse to waive off the commitment period. Employee is not eligible to get benefits and bonuses during notice period. And, all the salary payments would not be paid during the notice period and will be settled as part of the regular payroll of the month where the employee's last day falls in.

During the commitment period, if management observes negligence, willful incompetence or willful misconduct from employee in performing duties, employer at its own choice reserves the right to close the employee contract and still be eligible to collect the costs stated above. However, if the project is business critical and there is no replacement found, company reserves the right until such person is replaced and necessary handovers are completed.

Travel: Employee may be required to travel on Company business within India and or abroad. The duration of such visits may vary, depending upon the nature of the assignment. There are specific rules governing travel, both domestic and international travel. The Company reserves the right to modify such rules from time to time, to meet changing business needs and scenarios.

Gmail

TNP MIC College <tnp@mictech.ac.in>

HCLTech || Final Confirmation || Batch 2023 || MIC College of Technology

2 messages

Julisha Thomas <julisha_thomas@hcl.com> Sun, Apr 16, 2023 at 9:31 PM
To: "tnp@mictech.ac.in" <tnp@mictech.ac.in>
Cc: Ashish Bhalla <ashish.bhalla@hcl.com>, Disha Gupta <disha.gupta@hcl.com>, Baljot Singh <baljot_singh@hcl.com>, Pratibha Rawat <pratibha.rawat@hcl.com>

Classification: Internal

Dear Campus Partner,

Greetings from HCLTech!!

Thank you for your wonderful support in arranging the campus drive.

Below students are selected for the opportunity with HCLTech, please communicate to the respective student on their selection with HCLTech.

Candidate Name	Gender	Email	Graduation Specialization/ Branch
NADAKUDITI BHARGAVA RAM	MALE	BHARGAVRAM1622@GMAIL.COM	ELECTRICAL ENGINEERING
GUNJA BHANU LAKSHMAN	MALE	GUNJALUCKY000@GMAIL.COM	ELECTRICAL ENGINEERING
SHAIK ZUBER AHMED	MALE	ZUBERAHMEDSHAIK14117@GMAIL.COM	ELECTRONICS AND COMMUNICATION ENGINEERING
MOHAMMAD IMRAN	MALE	IMRANEEEMD@GMAIL.COM	ELECTRICAL ENGINEERING

Important Points:

1. CTC offered: 2.75 LPA
2. Selected Candidates should be willing to work on any assignment assigned by HCLTech including 24*7 operations and Shifts, willing to learn.
3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCLTech
4. Service Agreement for 12 Months (as applicable). In case they leave before completing 12 months, they are liable to pay 50K to the organization.
5. After successful completion of 12 Months they would be receiving a milestone bonus amount of 50k from the organization.

Please Note:

Their Joining with HCLTech is subject to BGV Clearance, Re-hire Policy (in case applicable) and Eligibility criteria as follows:

1. Minimum 60% /6.0 CGPA throughout in all academics (10th, 12th/Diploma, Graduation) & no Backlogs. Any backlogs will revoke your offer from HCLTech.
2. B.E/B. Tech Graduation passing Year 2023

Pre-Joining Training (if applicable) will be triggered and the same needs to be completed prior to joining.

Training & Placement Officer
DVR & Dr H.S MIC College of Technology

TNP MIC College <tnp@mictech.ac.in>

HCLTech || Final Confirmation || Batch 2023 || MIC College of Technology

Julisha Thomas <julisha_thomas@hcl.com>
To: "tnp@mictech.ac.in" <tnp@mictech.ac.in>
Cc: Ashish Bhalla <ashish.bhalla@hcl.com>, Baljot Singh <baljot_singh@hcl.com>, Pratibha Rawat <pratibha.rawat@hcl.com>

Wed, May 10, 2023 at 10:29 AM

Classification: Internal

Dear Campus Partner,

Greetings from HCLTech!!

Below is the additional selections

Candidate Name	Gender	Email	Graduation Specialization/ Branch
KOLLIPARA YESWANTH KUMAR	MALE	KOLLIPARAYESWANTHKUMAR@GMAIL.COM	ELECTRICAL ENGINEERING
K. DHANVANTAR	MALE	KUREMALADHANVANTAR@GMAIL.COM	ELECTRONICS AND COMMUNICATION ENGINEERING
AKSHAYA GUDE	FEMALE	AKSHAYAGUDE2000@GMAIL.COM	ELECTRICAL ENGINEERING

Important Points:

1. CTC offered: 2.75 LPA

2. Selected Candidates should be willing to work on any assignment assigned by HCLTech including 24*7 operations and Shifts, willing to learn.

3. Selected Candidates should be Willing to work in any location within India or abroad as assigned by HCLTech

4. Service Agreement for 12 Months (as applicable). In case they leave before completing 12 months, they are liable to pay 50K to the organization.

5. After successful completion of 12 Months they would be receiving a milestone bonus amount of 50k from the organization.

Please Note:

Their Joining with HCLTech is subject to BGV Clearance, Re-hire Policy (in case applicable) and Eligibility criteria as follows:

1. Minimum 60% /6.0 CGPA throughout in all academics (10th, 12th/Diploma, Graduation) & no Backlogs. Any backlogs will revoke your offer from HCLTech.

2. B.E/B. Tech Graduation passing Year 2023

Pre-Joining Training (If applicable) will be triggered and the same needs to be completed prior to joining.

Training & Placement Officer
DVR & Dr HS MIC College of Technolo

TNP MIC College <tnp@mictech.ac.in>

Fwd: HCLTech || Final Confirmation || Batch 2022/2023

1 message

Jyothi Srivalli <srivalli1321@gmail.com>
To: "tnp@mictech.ac.in" <tnp@mictech.ac.in>

Tue, Jul 11, 2023 at 10:10 AM

——— Forwarded message ———
From: **Poonam Sharma** <poonam-sharma@hcl.com>
Date: Tue, 20 Jun, 2023, 10:35 pm
Subject: HCLTech || Final Confirmation || Batch 2022/2023
To: srivalli1321@gmail.com <srivalli1321@gmail.com>

Dear Candidate,

Greetings from HCLTech!!
We are glad to inform you that you have been selected for the opportunity with HCLTech.

S No.	Application No.	Candidate Name	Gender	Email	Graduation Degree Specialization
1	HCLTFP163020	Jyothi srivalli	Female	srivalli1321@gmail.com	Electronics and Tele-Communication

Important Points:

1. CTC offered: INR 3.25 LPA

2. Selected Candidate should be willing to work on any assignment assigned by HCLTech including 24*7 operations and Shifts, willing to learn.

3. Selected Candidate should be willing to work in any location within India or abroad as assigned by HCLTech.

4. Service Agreement for 12 Months (as applicable). In case you leave before completing 12 months, you are liable to pay 50K to the organization.

Please Note:
Joining with HCL is subject to BGV Clearance, Re-hire Policy (in case applicable) and Eligibility criteria as follows:

1. Minimum 65% /6.5 CGPA throughout in all academics (12th/Diploma, Graduation) & no Backlogs.

2. B.E/B. Tech Graduation passing Year 2022,2023

Pre-Joining Training (if applicable) will be triggered and the same needs to be completed prior to joining.

Thanks & Regards

Poonam Sharma

Associate Manager- Campus Relations

HCLTech

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Poonam Sharma 3:28 PM
to me

Dear Candidate,

Greetings from HCLTech!!
We are glad to inform you that you have been selected for the opportunity with HCLTech.

S No.	Application No.	Candidate Name	Gender	Email Id	Graduation Degree Specialization
1	HCLTFP505437	SaiSri Bolla	Female	bollasaisri@gmail.com	Computers engineering

Important Points:

1. CTC offered: INR 3.25 LPA

2. Selected Candidate should be willing to work on any assignment assigned by HCLTech including 24*7 operations and Shifts, willing to learn.

3. Selected Candidate should be willing to work in any location within India or abroad as assigned by HCLTech.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-400

TNP MIC College <tnp@micitech.ac.in>

Fwd: HCLTech || Final Confirmation || Batch 2022/2023

Koti Reddy <koteswar191@gmail.com>
To: tnp@micitech.ac.in

Tue, Aug 22, 2023 at 11:09 AM

——— Forwarded message ———
From: Poonam Sharma <poonam-sharma@hcl.com>
Date: Fri, 28 Jul, 2023, 12:21 pm
Subject: HCLTech || Final Confirmation || Batch 2022/2023
To: koteswar191@gmail.com <koteswar191@gmail.com>

Dear Candidate,

Greetings from HCLTech!!

We are glad to inform you that you have been selected for the opportunity with HCLTech.

S No.	Application No.	Candidate Name	Gender	Email Id	Graduation Degree Specialisation
18	HCLTFP173705	Koteswaramma Madduru	Female	koteswar191@gmail.com	Electronics and Communication Engineering

Important Points:

1. CTC offered: INR 3.25 LPA
2. Selected Candidate should be willing to work on any assignment assigned by HCLTech including 24*7 operations and Shifts, willing to learn.
3. Selected Candidate should be willing to work in any location within India or abroad as assigned by HCLTech.
4. Service Agreement for 12 Months (as applicable). In case you leave before completing 12 months, you are liable to pay 50K to the organization.

Please Note:
Joining with HCL is subject to BGV Clearance, Re-hire Policy (in case applicable) and Eligibility criteria as follows:

1. Minimum 65% /6.5 CGPA throughout in all academics (12th/Diploma, Graduation) & no Backlogs.
2. B.E/B. Tech Graduation passing Year 2022,2023

Pre-Joining Training (if applicable) will be triggered and the same needs to be completed prior to joining.

Kindly acknowledge the above points by filling out the below attach form by 27th July 2023 to confirm your selection with HCLTech

https://forms.office.com/r/7YCsYFRmpf

Thanks & Regards

Poonam Sharma

Associate Manager- Campus Relations

HCLTech

Supercharging Progress™

hcltech.com

HCL does not charge any money for hiring or background verification. Beware of Fraudulent.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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542

FIRST CAREERS by HCL Technologies

Appointment Process Letter – Offer Letter

Congratulation,

Candidate Name – Meesala Sravana Sandhya / HCLFC732012

You successfully join to HCL First Careers. Kindly inform you that your joining date is 12th of Jun 2023.

Meesala Sravana Sandhya D/O Mr. Meesala Chandra Rao
E-mail Id: sravanasandhya553@gmail.com
Contact No. 9542590959
Address : House No. 5-78/1, Sri Manikanta Nilayam, Opp Ankitha Apartment, Ramavarappadu, VTC:Vijayawada (Rural), PO:Ramavarappadu, Dist:Krishna, Andhra Pradesh - 521108.

Appointment Letter Date: 5th Jun 2023
HCL Appointment Branch : Special Economic Zone, 129, Jigani, Bommasandra Jigani Link Rd, Industrial Area, Bengaluru.
Post : Data Analyst / Software Developers
C.T.C : Starting Salary of INR – 3, 16,248 to 9, 18,221 Per Year .

Operationalize your data and analytics strategy with HCLTech

Data is the currency of today's digital economy, and enterprises across every industry are taking the next step in their journey toward data lifecycle management. For some, that next step is to establish data governance and make their data better accessible across the organization. For others, it's infusing data into organizational operations and decision-making. Wherever you find yourself on the road to data maturity, HCLTech is here to help.

HCLTech's data and analytics capabilities enable our clients to become more intentional with how their data is collected, consumed, and applied to achieve better business outcomes. We understand that data landscapes vary widely both across and within organizations, and our human-centered consulting approach allows us to put ourselves in your shoes and devise data solutions that move your enterprise ahead on its data maturity initiatives.

Our approach to data & analytics

We believe that data and analytics transformations call for extensive industry experience, expertise in the ever-evolving field of data and AI, and an open-ended approach to innovation. That's why our data and analytics practice employs a top-down approach to delivering complex transformations:

- **Strategic differentiation:** Our data and analytics leaders bring novel PoVs and original approaches to our customers.
- **Optimal execution:** Complementing this strategic differentiation is our FENIX 2.0 framework, which helps us operationalize your data-driven transformations along the shortest and highest RoI pathways.
- **Delivery model:** Our unique service delivery model FENIX 2.0, supported by highly experienced engineers covers the complete information and insight lifecycle for customers and delivers your transformation in a collaborative, customer centric and agile manner.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

HCLTech HCLTech HCLTech

4F2

TNP MIC College <tnp@mictech.ac.in>

Fwd: HCLTech|| Formal Acceptance

1 message

Sameera Shaik <suhelsameera@gmail.com>
To: tnp@mictech.ac.in

Thu, Jul 27, 2023 at 2:55 PM

---------- Forwarded message ----------
From: **E-School Connect** <E-SchoolConnect@hcl.com>
Date: Fri, Jul 14, 2023, 2:27 PM
Subject: HCLTech|| Formal Acceptance
To: E-School Connect <E-SchoolConnect@hcl.com>

Classification: **Public**

Dear Candidate,

Please share your formal acceptance by filling out the below attached form by **15th July 2023** to confirm your selection with HCLTech.

https://forms.office.com/r/7YCsYFRmpf

Thanks & Regards,

Pratibha Rawat

Campus Hiring Team

HCLTech

Supercharging Progress™

hcltech.com

cid:image001.jpg@01D8D196.F046EFF0

HCLTech does not charge any money for hiring or background verification. Beware of Fraudulent

::DISCLAIMER::

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

---------- Forwarded message ---------
From: **Poonam Sharma** <poonam-sharma@hcl.com>
Date: Fri, 28 Jul, 2023, 12:04 pm
Subject: HCLTech || Final Confirmation || Batch 2022/2023
To: anjalichowdary.v@gmail.com <anjalichowdary.v@gmail.com>

Dear Candidate,

Greetings from HCLTech!!

We are glad to inform you that you have been selected for the opportunity with HCLTech.

S No.	Application No.	Candidate Name	Gender	Email Id	Graduation Degree Specialization
1	HCLTFP173876	Krishithanjali	Female	anjalichowdary.v@gmail.com	Computers engineering

Important Points:

1. CTC offered: INR 3.25 LPA
2. Selected Candidate should be willing to work on any assignment assigned by HCLTech including 24*7 operations and Shifts, willing to learn.
3. Selected Candidate should be willing to work in any location within India or abroad as assigned by HCLTech.
4. Service Agreement for 12 Months (as applicable). In case you leave before completing 12 months, you are liable to pay 60K to the organization.

Please Note:

Joining with HCL is subject to BGV Clearance, Re-hire Policy (in case applicable) and Eligibility criteria as follows:

1. Minimum 66% /6.5 CGPA throughout in all academics (12th/Diploma, Graduation) & no Backlogs.
2. B.E/B. Tech Graduation passing Year 2022,2023

Pre-Joining Training (if applicable) will be triggered and the same needs to be completed prior to joining.

Kindly acknowledge the above points by filling out the below attach form by 27th July 2023 to confirm your selection with HCLTech

https://forms.office.com/r/7YCsYFRmpf

Thanks & Regards

Poonam Sharma
Associate Manager- Campus Relations

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-1250

M

HCLTech || Final Confirmation || Batch 2022/2023

3 messages

Poonam Sharma <poonam-sharma@hcl.com>
To: snehayallampalli@gmail.com <snehayallampalli@gmail.com>

Tue, Jun 20, 2023 at 22:36

Dear Candidate,

Greetings from HCLTechII
We are glad to inform you that you have been selected for the opportunity with HCLTech.

S No.	Application No.	Candidate Name	Gender	Email	Graduation Degree Specialization
1	HCLTFP423867	Sneha	Female	snehayallampalli@gmail.com	Information Technology

Important Points:

1. CTC offered: INR 3.25 LPA
2. Selected Candidate should be willing to work on any assignment assigned by HCLTech including 24*7 operations and Shifts, willing to learn.
3. Selected Candidate should be willing to work in any location within India or abroad as assigned by HCLTech.
4. Service Agreement for 12 Months (as applicable). In case you leave before completing 12 months, you are liable to pay 50K to the organization.

Please Note:
Joining with HCL is subject to BGV Clearance, Re-hire Policy (In case applicable) and Eligibility criteria as follows:

1. Minimum 65% /6.5 CGPA throughout in all academics (12th/Diploma, Graduation) & no Backlogs.
2. B.E/B. Tech Graduation passing Year 2022,2023

Pre-Joining Training (If applicable) will be triggered and the same needs to be completed prior to joining.

Thanks & Regards

Poonam Sharma

Associate Manager- Campus Relations

HCLTech

Supercharging Progress™

hcltech.com

HCL does not charge any money for hiring or background verification. Beware of Fraudulent.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Gmail

TNP MIC College <tnp@mictech.ac.in>

Campus Recruitment 2023 Batch

Jinta J <jinta.j@parkcontrols.com>
To: TNP MIC College <tnp@mictech.ac.in>
Cc: sooryaprabha.u@parkcontrols.com, harsha.k@parkcontrols.com

Fri, Dec 2, 2022 at 6:37 PM

Hi Mr. Prasad,

We have completed the technical interview for the shortlisted students. Please find the selected students.

Kindly confirm us after checking with students if they are interested to proceed further and how soon they can be on boarded.

Name	Mobile	Email
Tummala Hemaani	9391443537	hematummala789@gmail.com
Gadde Asritha	9014762609	asrithagadde83272@gmail.com

Warm Regards

Jinta Joseph

Manager- HR & Admin

PCC PARK CONTROLS & COMMUNICATIONS PVT. LTD.

P: +91 80 2558 2016 / 364
M: +91 7019281344 / 8147266047

E-mail: jinta.j@parkcontrols.com

www.parkcontrols.com

From: TNP MIC College

[mailto:tnp@mictech.ac.in]
Sent: 01 December 2022 15:32
To: Jinta J <jinta.j@parkcontrols.com>
Subject: Re: Campus Recruitment 2023 Batch

[Caution: This message came from an external domain. Please report if there are any suspicious attachments, links or requests for sensitive information.]

Dear Madam,

We are herewith forwarding the Asritha Gadde Resume as an attachment.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19H71A0460.

ALOHA TECHNOLOGY

OFFER LETTER

December 5, 2022
Chepuri Aditya Sai Akhil
Pune City
Maharashtra
PAN NO: .....
ADHAAR No: .....

Dear Mr Chepuri,

Reference to your application and subsequent interviews, we are pleased to offer you the followings.

1. **Designation:** Software Developer
2. **Salary:** 3,00,000 CTC Per Annum (Rupees Three Lakhs Only)

Annexure

Name **Chepuri Aditya Sai Akhil**

Description	Gross Monthly	Per Annum
Gross Basic	21,100	2,53,200
Gross HRA	1,055	12,660
Gross Conveyance	0	0
SA	1,831	21,972
Gross Salary	23,986	2,87,832
PF Employer Contribution as per EPF Act	0	0
ESI Employer Contribution as per ESI Act	0	0
Bonus as per Payment of Bonus Act	0	0
Gratuity as per Payment of Gratuity Act	1,014	12,168
Total CTC	25,000	3,00,000

3. **Probation Period:** 6 months
4. **Notice Period:** 3 months
5. **Agreement:** NDA to be executed
6. **Validity:** 30 Days from the date of offer letter
7. **Other Terms & Conditions:** You will be governed by the rules and regulations of the Company as applicable to your category of employees.

Thanking You

For Aloha Technology Pvt. Ltd

Training & Placement Officer
DVR & Dr HS MIC College of Technology

ALOHA TECHNOLOGY

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Pune City
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7. **Other Terms & Conditions:** You will be governed by the rules and regulations of the Company as applicable to your category of employees.

Thanking You

For Aloha Technology Pvt. Ltd

TNP MIC College <tnp@mictech.ac.in>

Unschool Recruitment Drive at MIC College

Mourya Krishna <mourya@unschool.in>
To: Dheemanth Reddy <dheemanth@unschool.in>
Cc: TNP MIC College <tnp@mictech.ac.in>, shivani.p@unschool.in, Rahul Varma <rahul@unschool.in>, Elizabeth Jacob <elizabeth.j@unschool.in>, Bhavya Deepthi <bhavya.d@unschool.in>

Sat, Nov 6, 2022 at 10:01 AM

Dear K. Prasad,

I hope you are doing well and let me take this opportunity to thank you for a smooth recruitment drive conducted at your campus. Please find the list of students selected from your campus below:

- Poornima Sunnapu
- Appalabhaktulu Kavya
- Bellnenl Lakshmi Deekshitha
- Sayyad Abdulla
- Sravya Pulipati
- Aarthe Gadde
- Annaverapu Omkar
- Likitha Kallepalli
- Adusumilli Harshini
- Thennaru Aartha
- Paul Krupakar Gantapati
- Bakuropati Chaitanya
- Sahitu Chintala Cheruvu
- Mahankali Sushmita Srivani
- Desari Navya
- Bolla Sahithya

I kindly request you to share this form with all the selected students, so that we can collect the required details to issue the offer letters. We wish to provide the students with 01 December 2022 as the joining date, I hope that is feasible.

As a token of gratitude, we wish to provide 1000 free Unschool Course licenses for a trial period of 45 days to your students. The course license that we wish to provide the students unlocks a library of 200+ courses ranging from Artificial Intelligence to Learning Magic online. The objective of providing these courses to your students is to help them choose a career path ahead in the learning journey and get a piece of first-hand knowledge on how the industry works.

Students who enroll for these courses shall be getting the following:

- Online Learning Pre-recorded courses.
- Weekly Guest lectures from Industry Experts
- Access to Unschool Community that enables students to get connected with industry experts and fellow peers directly.
- Course Completion Certificate.
- Quizzes and Projects as part of the Course Modules for each course.

As per our discussion with your esteemed Director Sir please find our Industry-Institution MoU in the attachment. I kindly request you to reach out to me in case you are having any queries.

If you find everything good to good to go, I kindly request you to let me know a feasible date for the MoU signing date.

Thank you.

[Quoted text hidden]

DVR & Dr. HS MIC College of Technology and Unschool MoU [Draft].pdf
235K

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19H71A0458

unschool

EMPLOYMENT AGREEMENT

This EMPLOYMENT Agreement (this "Agreement") is made and executed on this 7th Nov 2022 at Hyderabad (hereinafter referred to as the "Effective Date").

By And Between

Edupolis Education Technology Private Limited, a company incorporated under the Companies Act, 2013 having CIN U72900TG2021PTC149055 and its registered office at Unschool, 52, CRESCENT TOWERS, PLOT -1018 PRAGATHI NAGAR, ABOVE KARUR VYSYA BANK, HYDERABAD TG 500090 IN, represented by one of its director Mr. Rahul Varma ("Company" or "Employer" which expression shall, where the context so admits, include its heirs, successors, executors and permitted assigns);

And

Sayyad Abdulla S/O/O Sayyad Ibrahim aged about 22 years and presently residing at 11-78,chandanmma Peta ,Nandigama ,Krishna distric 521188 hereinafter referred to as the "Employee", which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include his heirs, executors, administrators, permitted assigns and legal representatives).

WHEREAS:

A. In connection with the offer letter given by the Company date 1st Dec 2022, the Company desires to employ the Employee and the Employee accepts the employment of the Company.

B. In order to more clearly define the relationship between the Company and Employee, the Company and Employee desire to execute this Agreement; and

C. The Company's engagement and continual employment of the Employee is conditioned upon the Employee's express acceptance of and adherence to the terms set forth in this Agreement.

The Company and the Employee shall hereinafter be collectively referred to as "Parties" and individually as "Party".

Words of any gender are deemed to include those of the other gender such as "he" include "she".

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED AND OF THE MUTUAL BENEFITS HEREIN PROVIDED, THE COMPANY AND THE EMPLOYEE AGREE AS FOLLOWS:

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-458

1. **Definitions:**

1.1 **"Affiliate"** shall mean a Person that directly or indirectly through one or more intermediaries, controls, or is controlled by, or is under common control with, a specified Person, provided that, in respect of an Employee, Affiliates shall include his relative (as is such term defined in the Companies Act, 2013). For purposes of this definition, "control" means the possession, directly or indirectly, of the power to elect more than 50% of the governing board of such Person or to direct to cause the direction of the management and policies of the Person, whether through ownership of voting securities, partnership or limited liability interests, non-profit membership, contract or otherwise.

1.2 **"Business"** shall mean and include (i) e-learning platform for students (iii) and such other business as the Company may start in the ordinary course of business;

1.3 **"Business Days"** shall mean days other than, Sunday and public holidays in Hyderabad;

1.4 **"Control"** shall mean, with respect to any Person: (i) the ownership of more than 50% (fifty percent) of the equity shares or other voting securities of such Person, (ii) the possession of the power to direct the management and policies of such Person, or (iii) the power to appoint a majority of the directors, managers, partners or other individuals exercising similar authority with respect to such Person by virtue of ownership of voting securities or management or contract or in any other manner, whether directly or indirectly, including through one or more other Persons; and the term **"Common Control"** and **"Controlled by"** shall be construed accordingly;

1.5 **"Non-Compete Period"** shall means the period commencing on from the Effective Date and expiring after 12 (twelve) months from the termination of employment of the Employee in terms of this Agreement;

1.6 **"Non-Competing Business"** shall mean and include any business which does not compete, either directly or indirectly, with the Business or any other business as conducted / engaged by the Company, its Subsidiaries and Affiliates, from time to time.

1.7 **"Person"** shall means an individual, an association, a corporation, a partnership, a joint venture, a trust, an unincorporated organization, a joint stock company or other entity or organization, including a government or political subdivision, or an agency or instrumentality thereof and/or any other legal entity;

1.8 **"Subsidiary"** shall have the meaning given to it under the Companies Act, 2013;

1.9 **"The standard working hours"** for the Employee will be 11:30 AM to 8:30 PM, 5-6 days in a week. In view of the Employee's position in the Company, the Employee shall effectively perform to ensure results and will be expected to work beyond the standard working hours to achieve the results, whenever the job so requires. Additionally, the Company may implement staggered work shifts, in rare cases of necessity. In such an event, the Employee shall abide by the change in the standard working hours as may be notified by the Company to accommodate such staggered shifts.

2. **Duties and Functions.**

2.1 Upon the commencement of this Agreement, the Employee shall occupy the position and perform the duties of Business Operations Executive of the Company. The Employee shall fulfill such general duties and responsibilities as are consistent with such position and as are assigned to him from time to time by the Company. Further, the Employee shall perform his duties and functions in such a manner as to achieve the goals set by the Company.

2.2 The Employee agrees that he shall be posted at Telangana, Hyderabad. However, during employment with the Company, the Employee may be posted/ transferred at any place in India to any of the offices of the Company or Affiliates either existing or to be set up, without any additional remuneration at the sole discretion of the management of the Company.

2.3 The Employee shall devote all his business time, attention and energies to the Business.

2.4 The Employee agrees that he will, at all times, while performing services for the Company, devote his reasonable best efforts, skill and ability and shall perform his responsibilities in a competent and professional manner.

2.5 The Employee further agrees that during the term of this Agreement, he shall not render commercial or professional services of whatsoever nature to any person or organization, whether or not, for pecuniary gain.

2.6 The Employee agrees and undertakes that during the term of this Agreement, he shall not hold any position (whether directly or indirectly, for profit or not) in any company, organization, entities, partnership and/or joint venture without the prior written consent of the Company.

2.7 The Employee agrees to abide by the rules, regulations, human resource manual, stock option scheme, personnel policies and other policies of the Company and any change thereof which may be adopted by the Company from time to time ("**HR Manual**").

3. Compensation and Benefits.

3.1 The Employee shall be entitled to the following compensations and benefits as given below:

3.1.1 **Remuneration:** The Employee shall be entitled to the remuneration as set out in detail in **SCHEDULE 1** annexed hereto.

3.2 **Reimbursement of Expenses.** Upon presentation of supporting documentation as may be reasonably satisfactory to the Company, the Company may as per the its policies, reimburse all business-related expenses incurred by the Employee in the performance of his duties hereunder, including, without limitation, those incurred in connection with business-related travel, boarding and lodging, telecommunications and entertainment in accordance with Company's policy in this regard.

3.3 **Withholding & Taxation.** The Remuneration (cost-to-company) paid to the Employee hereunder shall be subject to applicable taxes and the Company may withhold therefrom any amounts as are required to be withheld pursuant to applicable Law. Any tax liability arising in respect of payments made pursuant to the Agreement or income earned by the Employee while the Agreement is in effect shall be borne solely by the Employee. The Company shall only be responsible for withholding taxes from the payments made to the Employee pursuant to the Agreement and payment thereof to the credit of the government in accordance with the Income Tax Act, 1961.

3.4 **Leaves and benefits:** Subject to the applicable laws, the Employee shall be eligible for certain leaves such as casual leaves, sick leaves etc. The terms and conditions for such leaves is governed by the HR Manual of the Company and the Company reserves the right to modify the terms of such HR Manual without any consent of the Employee.

3.5 **Relocation Reimbursement Benefits:** Company shall reimburse as per norms for the expenses he/she and his/her family incur in relocating to the metropolitan area as required by the job in accordance with Company's Relocation Plan and/or as otherwise agreed by Company. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Relocation Reimbursement done by the company.

3.6 **Joining Bonus Benefits:** If employee shall be entitled to receive a joining bonus, the Joining Bonus will be paid no later than 30 days following the Joining Date. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Joining Bonus.

4. Term of the Agreement.

4.1. The Parties acknowledge that Employee's employment with the Company commenced on Effective Date and agree that it will continue unless terminated by either Party in accordance with the provisions of this Agreement ("Term"); Provided, however, that the employee agrees to serve the company for a minimum period of 3 months from the effective date.

5. **Termination of the Agreement.**

5.1. Termination by Company for Cause;

5.1.1. The term "Cause" shall include;

a) Unauthorized leaves taken from the Company;
b) a material act of dishonesty, or fraud or other willful misconduct by the Employee that is detrimental to the pecuniary interests, reputation or goodwill of the Company, its Subsidiaries and Affiliates;
c) the Employee's consistent failure to reasonably render the services and perform his duties or breach of any material obligation as provided in this Agreement, which is not cured within 30 (thirty) days following the Employees receipt of written notice (include written letter or electronic mail) thereof in that behalf from the Company;
d) unethical business conduct in violation of the policies of the Company or any anti-corruption laws as applicable in India;
e) breach of any material statutory duty relevant to his role that, if capable of being cured and provided that such breach does not have a material adverse effect on the Company, has not been cured within 30 (thirty) days of the date of notice of such breach;
f) unauthorized material disclosure of any Confidential Information of the Company, its Subsidiaries and Affiliates; and
g) Conviction for any criminal offence.

5.1.2. The Company shall be entitled to terminate the services of the Employee for Cause immediately, without serving any notice period to Employee. Further the Company shall not give any severance package or monetary compensation to the Employee upon termination of Employment under Clause 5.1.

5.2. **Termination for Employee's Disability.** After the completion of training Period, if in the sole opinion of the Company, the Employee is unable to carry out the responsibilities and functions of the position held by Employee by reason of any physical or mental impairment for more than 30 (thirty) consecutive days or more than 90 (ninety) days in any twelve-month period, then, the Company may terminate Employee's services, subject to applicable law.

5.3. **Resignation by Employee.** Subject to applicable law and after the completion of Minimum Term, the Employee may, at his option, terminate this Agreement by serving the Company with prior 45 (Forty-Five) days written notice ("Notice Period") of his resignation from the Company. Parties understand the following:-

5.3.1. the Employee may request the Company to reduce the term of Notice Period and the Company may accept such request. Upon the occurrence of this event, mentioned in clause 5.3.1., the Company at no cost accept such request of the Employee;
5.3.2. the Company at its own discretion may also waive off term of Notice Period and compensate the Employee with such amount as it may deem fit.

5.4. **Termination due to Abscond of Employee:** Subject to the applicable law, if the Employee is absent from the office for a period of 3 days such employee shall be referred as Absconded Employee. The Company at its sole discretion terminates the employment of the Absconded Employee by serving notice to such Employee.

5.5. **Termination before the completion of training Period:** Subject to applicable law and before the completion of training Period, the Company owing to the non-performance Employee, at its option, terminate this Agreement by serving the Employee with 1 (one) day prior written notice of his termination from the Company.

6. **Effective Date of Termination**. Notwithstanding anything in this Agreement, the termination of the Employee's services pursuant to this Agreement shall be effective:

6.1. 30 (thirty) days after the Company delivers to the Employee written notice of his termination by reason of the Employee's having become disabled as per Clause 5.2 above;

6.2. immediately upon the delivery of written notice to the Employee by the Company of his termination with Cause as per Clause 5.1;

6.3. the last working day of the Employee, where Employee delivers to the Company written notice of his resignation in accordance only with Clause 5.3 above. The Employee agrees that during such notice period Employee shall continue to perform his regular duties and will assist the Company. Further the Employee shall be relieved from his duties only after he hands over the Company's property and comply with the terms of full and final settlement policy.

6.4. the date mentioned in the termination notice issued by the Company, with respect to event occurred as per Clause 5.4 and 5.5 above.

7. **Effect of Termination**

7.1. **Effect of termination before the expiry of training Period:** If the employment of the Employees is terminated by the Company before the expiry of the training Period, the Employee shall receive only unpaid salary with respect to the number of days worked by the Employee. For the purpose of clarification, the Company shall not give severance package/salary to the Employee.

7.2. **Effect of termination before the expiry of Minimum Term:** If the Employee violates the Clause 4.1 of this Agreement i.e., Employee terminates this Agreement before the completion of Minimum Term, Employees agrees for the following:-

7.2.1 Shall pay a cost of training of INR 25,000/- immediately; and
7.2.2 the Employee shall finish all the exit formalities as per the human resources policies/manual of the Company. The Company shall upon receipt of payment of Liquidated Damages, shall relieve the Employee from the duties, within 30 days from the date of payment of Liquidated Damages.

It is hereby clarified that, in the event, if the Employee fails to comply with the conditions mentioned in clause 7.2.1., and 7.2.1., he shall be known as bad leaver ("Bad Leaver") the Company shall have a right to receive from the Employee such Liquidated Damages and unliquidated damages, as it may deem fit. Notwithstanding anything contained in this Agreement, upon an Employee becoming a Bad Leaver (including where the Employee's services are terminated for Cause), the Company shall be entitled to all remedies that may be available to it under applicable law.

7.3. **Effect of termination due to Absconding:** If the Employee is absconded, as stipulated under Clause 5.5 of this Agreement, the Company shall have a right to receive from the Employee such damages, as it may deem fit. Notwithstanding anything contained in this Agreement, the Company shall be entitled to all remedies that may be available to it under applicable law

8. **Non-Disclosure of Confidential or Proprietary Information.**

8.1. The Employee acknowledges that during the course of rendering services and performing his other duties under this Agreement, he will have and / or has had access to information about the Company and / or its Affiliates or otherwise in its possession and that his services with the Company shall bring him into close contact with many confidential affairs of the Company and / or its Affiliates, including without limitation, information regarding the following:

8.1.1.management methods and operating techniques;
8.1.2.sales, advertising and marketing methods;
8.1.3.[illegible]

8.1.4. Information regarding customers and products;
8.1.5. Information regarding employees and personnel;
8.1.6. hardware systems and software programs;
8.1.7. trade secrets, business strategies, copyrights, designs, test methods, software and such other intellectual properties; and
8.1.8. Information relating to the prior, current or contemplated products or services offered and information that the Employee has a reasonable basis to believe was accepted by the Company and / or Affiliates from any third party under obligations of confidentiality (collectively, the "Confidential Information").

8.2. In recognition of the foregoing, during and after the termination of this Agreement (regardless of the reason for any such termination) and until such time as the Confidential Information is generally published or is available to the general public other than through the Employee's unauthorized disclosure, the Employee shall not, without the prior written consent of the Company, disclose or use or make available for anyone to use (except in the course of rendering his services, or in furtherance of the business of the Company and Affiliates and as authorized in writing by the Company) any Confidential Information.

8.3. All documents, records, data, apparatus, equipment and physical property pertaining to the Company and / or its Affiliates, whether or not pertaining to Confidential Information, which are furnished to the Employee by the Company and/or its Affiliates or are produced by the Employee in connection with the rendering of services by the Employee hereunder will be and remain the sole property of the Company or the respective Affiliates (as the case may be).

8.4. The Employee will return to the Company or to the relevant Affiliate, all such materials and property, including any material or medium from which any Confidential Information may be ascertained or derived, as and when requested by the Company or the relevant Affiliate. In any event, the Employee will return all such materials and property immediately upon the termination of the Employee's services for any reason, as provided in this Agreement. The Employee will not retain any such material or property or any copies, compilations or analyses thereof after such termination.

9. Intellectual Property Rights.

9.1. All rights, title and interest in any intellectual property arising out of or in connection with the rendering of services by the Employee hereunder, including without limitation any copyrights, rights to derivative works, trade secrets, software, technologies, patents and any other intellectual property rights, created or conceived (including, but not limited to, any tools, designs or methodologies) during the employment of the Company under this Agreement whether or not in the Company's premises or using the Company's property or other proprietary rights therein, shall be considered as work for hire and shall be the absolute property of the Company ("Work for hire"). The Employee hereby, without further consideration, perpetually and irrevocably transfers, assigns and conveys all right, title and interest to such property (including, but not limited to, any moral rights) worldwide that the Employee may have or be entitled to under any law or equity whatsoever to the Company. To the maximum extent permitted by applicable law, the Company's rights herein associated with any such assignment shall not lapse for any reason whatsoever (other than as expressly agreed to by the Company), including but not limited to non-usage and / or non-enforcement of such right. At the Company's request, the Employee shall cooperate with the Company in completing any filings and processes, to perfect the Company's (or it's designates') ownership in intellectual property rights hereunder.

9.2. This Clause 9 is subject to, and shall not be deemed to limit, restrict, or constitute a waiver by the Company of any rights of ownership to which the Company may be entitled to by operation of law by virtue of the Company or any of its affiliates being provided the services by the Employee in the manner contemplated by this Agreement.

10. **Non-Competition Restrictions and Non-Solicitation Restrictions.**

10.1. The Employee undertakes that without prejudice to any other duty implied by law, he shall not, either directly or through his Affiliates, during the Non-Compete Period, either personally or through an agent, company or through a partnership or as a shareholder of a private company or a public unlisted company, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or in any other manner whatsoever, whether for profit or otherwise:

10.1.1. be concerned or interested in any business in any manner whatsoever that directly or indirectly competes with the Business or any business in which the Company engages or plans to engage in at the time of termination of the employment of the Employee ("**Competing Business**");

10.1.2. be concerned in any business in any manner whatsoever that directly or indirectly competes with the business in which such Employee is materially involved as an employee of the Company after the Effective Date;

10.1.3. except on behalf of the Company, canvas or solicit business or customers for services similar to those being provided by the Company from any Person who is a customer of the Company;

10.1.4. induce or attempt to induce any customer/client of the Company to cease to be a customer/client, or to restrict or vary the terms of the contract to, the Company or otherwise interfere with the relationship between such a customer/client and the Company (save and except actions taken during the course of his employment with the Company in exercise of his power and authority as an employee of the Company and in, what he reasonably believes to be, in the interest of the Company);

10.1.5. he shall not, directly or indirectly, including by assisting others, solicit, recruit, induce or attempt to persuade (a) any Person then engaged by the Company as an employee, officer or director or so engaged within the preceding 12 month(s) period ("**Existing Employee**") to leave the employment of the Company; or (b) encourage any consultant, vendor or customer to reduce the quantum of business they do with the Company. It is clarified that the Employee shall be deemed to have breached and failed to comply with the provisions of this Clause 10.1.4 if the Employee directly or indirectly as an officer or director of another organization or otherwise, employ, engage or retain, an Existing Employee, if such employment or engagement arose on account of any act of the Employee.

10.2. The Parties recognize that the foregoing covenants in this Clause 10 and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of the Company, and agree that such limitations are reasonable with respect to the business of the Company.

10.3. The Employee acknowledges and agrees that the compensation paid to him under this Agreement (as set out in Clause 3 above) along with the mutual agreements, covenants, representations and warranties set forth in the this Agreement is adequate consideration for the non-compete covenants contained in this Agreement and that the restrictions contained in this clause are considered reasonable for the legitimate protection of the Business and goodwill of the Company. However, in the event that such restriction shall be found to be void, but would be valid if some part thereof was deleted or the scope, period or area of application were reduced, the above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid and effective.

10.4. The Employee acknowledges and agrees that the covenants and obligations with respect to non-competition and non-solicitation as set forth above shall not be construed to be a restraint of trade against the Employee and relate to special, unique and extraordinary matters, and that a violation of

any of the terms of such covenants and obligations will cause the Company, irreparable injury. Each of such covenants contained in this Clause shall be construed as a separate covenant and if, in any judicial proceeding, a court shall refuse to enforce any of the separate covenants of this clause, then such covenant shall be deemed included herein only to the extent enforceable as permitted under the applicable Laws for the purpose of such proceeding or any other judicial proceeding to the extent necessary to permit the remaining covenants to be enforced.

11. Warranties:

11.1. Employee confirms and warrants that;

a) he has carefully read and fully understands all the provisions of this Agreement.

b) he has not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime (other than minor traffic offences), and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or threatened against him.

c) he has not been the subject of any adverse court judgment which threatens his solvency or substantially compromises his financial security.

d) by entering into this Agreement or performing any of the obligations under it, he will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on him. The Employee further undertakes to indemnify the Company against any such claims, costs, damages, liabilities or expenses which the Company may incur if he is in breach of any such obligations.

e) in the performance of his obligations, the Employee will not utilize or make available to the Company or any of its Subsidiaries/Affiliates any Confidential information of any third party or violate any obligation with respect to such information.

f) he has never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

11.2. This employment is on the basis that the information submitted by the Employee is complete and correct. The Employee agrees and acknowledges that if it is found that the information submitted is false or incomplete or that the Employee has concealed / suppressed certain material information which detrimentally impacts the Company, the Company may terminate employment without providing any notice or pay in lieu thereof in addition to other remedies available to the Company against the Employee under this Agreement and law.

12. **Void or Unenforceable Restrictions.** If any restriction or undertaking is found by any court or other competent authority to be void or unenforceable, the Parties shall negotiate in good faith to replace such void or unenforceable restriction or undertaking with a valid provision which, as far as possible, has the same legal and commercial effect as that which it replaces.

13. **Breach.** If any breach or violation of the provisions, covenants warranties, the Employee agrees that damages alone are likely not to be sufficient compensation and that injunctive relief is reasonable and is likely to be essential to safeguard the interests of Company and that injunctive relief (in addition to any other remedies afforded by a court of equity) may (subject to the discretion of the courts) be obtained. No waiver of any breach or violation shall be implied from forbearance or failure by the Company to take action.

14. **Indemnities.** The Employee, at all times during the course of his employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company actually suffers or incurs as a direct result of acts or omissions of the Employee during the course of employment.

15. **Deductions.** The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any outstanding loans, advances or overpayments.

16. **Entire Agreement; Termination of Prior Agreements.** This Agreement and the agreements and documents referred to herein contain the entire understanding of the Employee and the Company with respect to the services to be rendered by the Employee to the Company and supersede any and all prior understandings, written or oral, between the Employee and the Company and between the Employee and any Affiliate or predecessor of the Company. Any such prior understandings or agreements are hereby terminated and are of no further force and effect. This Agreement may not be amended, waived, discharged or terminated orally, but only by an instrument in writing, specifically identified as an amendment to this Agreement, and signed by the Employee and a duly authorized officer of the Company. By entering into this Agreement, the Employee certifies and acknowledges that he has carefully read all of the provisions of this Agreement and the rules and regulations of the Company and that he voluntarily and knowingly enters into this Agreement.

17. **Severability.** If any provision of this Agreement or the application thereof to any Person or circumstance shall be invalid or unenforceable to any extent for any reason including by reason of any law or regulation or government policy or any amendment thereof, the remainder of this Agreement and the application of such provision to Persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision, which is valid and enforceable and most nearly reflects the original intent of the unenforceable provision.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Republic of India without regard to applicable conflicts of laws principles. The courts in Hyderabad shall have the exclusive jurisdiction in relation to all matters arising out of this Agreement.

19. **Notices.**

Any notice or other communication hereunder must be given in writing and either (a) delivered in person; (b) transmitted by facsimile, provided that any notice so given is also mailed as provided in clause (c); or (c) mailed, postage prepaid, as follows:

Company	Sai Rahul Varma G CEO & Director Edupolis Education Technology Private Limited. Address: Unschool, S2, CRESENT TOWERS, PLOT -1018 PRAGATHI NAGAR, ABOVE KARUR VYSYA BANK, HYDERABAD, TG 500090 IN Email: rahul@unschool.in

Employee	Name: sayyad Abdulla Address: - 11 -76,chandamama Peta ,Nandigama ,Krishna diatric 521185 Email: abdulla abdullasyedd@gmail.com Mobile: 6302794637

or to such other address or to such other Person as any Party shall have last designated by such notice to the other Parties. Each such notice or other communication shall be effective (i) if given by mail, three days after such communication is deposited in the mail with first class postage prepaid, addressed as aforesaid, (ii) if given by facsimile, when transmitted to the applicable number so specified in (or pursuant to) this Clause 19 provided that appropriate confirmation of receipt is generated by the facsimile and a duplicate copy is mailed, postage prepaid, or (iii) sent by electronic mail or if given by any other means, when actually delivered at such address.

20. Miscellaneous.

20.1 No delay or omission by the Company or the Employee in exercising any right under this Agreement shall operate as a waiver of that or any other right. A waiver or consent given by the Company or the Employee on any one occasion shall be effective only in that instance and shall not be construed as a bar or waiver of any right on any other occasion.

20.2 This Agreement may be modified or amended only by an instrument in writing executed by the Parties hereto and approved in writing by a duly authorized officer of the Company. The Parties hereto agree that in no event shall an oral modification of this Agreement be enforceable or valid.

20.3 The captions of the Clauses of this Agreement are for convenience of reference only and in no way define, limit or affect the scope or substance of any section of this Agreement.

20.4 The Employee has been provided with an opportunity to consult with the Employee's own counsel with respect to this Agreement.

20.5 Notwithstanding anything to the contrary contained elsewhere, the Company shall be entitled at all times to set off any amount owing at any time from the Employee against any amount payable at any time by the Company to the Employee pursuant to this Agreement.

20.6 The requirements and covenants of Clauses 8 *(Non-Disclosure of Confidential or Proprietary Information)*, 9 *(Intellectual Property Rights)*, 10 *(Non-Competition Restrictions and Non-Solicitation Restrictions)*, 14 *(Indemnities)*, 17 *(Severability)*, 18 *(Governing Law)*, 18 *(Dispute Resolution)*, and 20 *(Miscellaneous)* and such other clauses which by their nature survive termination, shall survive and continue in full force and effect after the termination of this Agreement.

21. Internship Period.

21.1 The internship period will be for the 1st 3 months.

21.2 Salary for the internship period i.e. for 1st 3 months will be INR 12000.

21.3 Salary for the training period i.e. 1st month will be held as training cost and released along with the 2nd month salary to the Employee.

22. Full time Employment.

22.1 The full time employment will start from the 4th Month.

IN WITNESS WHEREOF, EACH OF THE PARTIES HERETO HAS CAUSED THIS AGREEMENT TO BE DULY EXECUTED AND DELIVERED UNDER SEAL, BY ITS AUTHORIZED OFFICERS OR INDIVIDUALLY, AS OF THE DATE FIRST ABOVE WRITTEN.

EMPLOYEE:	COMPANY:
Name: sayyad Abdulla Syed. Abdulla	Name: Rahul Verma Title: CEO, Edupolis Education Technology Pvt. Ltd.(Unschool)

SCHEDULE 1

Remuneration breakup

- During the 1st 3 months, the employee is paid a base stipend of 12000 INR .
- Refer below for the split-up of the salary structure for the full-time role (after the internship period) at Edupolis Education Technology Pvt Ltd. (Unschool).

Annexure

Automatic CTC Structure		
Particulars	Monthly	Annual
Basic Salary	7,000	84,000
House Rent Allowance	2,800	33,600
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	639	7,668
Gross Salary	12,439	1,49,268
Provident Fund	1,157	13,884
ESIC	404	4,848
Gross Salary FIX	14,000	1,68,000
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	14,000	1,68,000
ESI Employee	93	1,119
PF Employee	1,157	
Professional Tax	-	
Take Home	11,189	

(* Subject to TDS deduction)

-Your CTC is Rs 1,68,000/-per annum as the fixed portion and +10,000 INR per month performance-based incentives for the operating year 2022-23 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

* Refer below for the split-up of the salary structure after completion of 6 months as an New Designation at Edupolis Education Technology Pvt Ltd. (Unschool).

Name	DOJ	Designation
sayyad Abdulla	1st December 2022	Business Operations Executive

Automatic CTC Structure		
Particulars	Monthly	Annual
Basic Salary	14,400	1,72,800
House Rent Allowance	5,760	69,120
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	4,862	58,344
Gross Salary	27,022	3,24,264
Provident Fund	1,728	20,736
ESIC	-	-
Gross Salary FIX	28,750	3,45,000
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company (TOTAL)	28,750	3,45,000
ESI Employee	-	-
PF Employee	1,728	
Professional Tax	200	
Take Home	25,094	

(* Subject to TDS deduction)

-Your CTC is Rs 3,45,000/-per annum as the fixed portion and 3LPA performance-based incentives for the operating year 2022-23 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

We hope you have a great learning experience with us and grow in the process of this role.

Thanking you.

Yours faithfully,

for Edupolis Education Technology Pvt Ltd (Unschool)

Rahul Verma
Co-Founder and CEO
Edupolis Education Technology Pvt Ltd. (Unschool)

Authorized Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: Sayyad Abdulla

Date: 11-11-2022

Name: Sayyad Abdulla

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unschool

EMPLOYMENT AGREEMENT

This **EMPLOYMENT Agreement** (this "**Agreement**") is made and executed on this **7th Nov 2022** at Hyderabad (hereinafter referred to as the "**Effective Date**").

By And Between

Edupolis Education Technology Private Limited, a company incorporated under the Companies Act, 2013 having CIN U72900TG2021PTC149055 and its registered office at Unschool, 52, CRESCENT TOWERS, PLOT -1018 PRAGATHI NAGAR, ABOVE KARUR VYSYA BANK, HYDERABAD TG 500090 IN, represented by one of its director Mr. Rahul Varma ("Company" or "Employer" which expression shall, where the context so admits, include its heirs, successors, executors and permitted assigns);

And

THANNERU ASRITHA S/D/O THANNERU SURYANARAYANA aged about **20** years and presently residing at **5-183,sunderaiah nagar ,wyra,Khammam,Telangana,507165** hereinafter referred to as the "Employee", which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include his heirs, executors, administrators, permitted assigns and legal representatives).

WHEREAS:

A. In connection with the offer letter given by the Company date **1st Dec 2022**, the Company desires to employ the Employee and the Employee accepts the employment of the Company.

B. In order to more clearly define the relationship between the Company and Employee, the Company and Employee desire to execute this Agreement; and

C. The Company's engagement and continual employment of the Employee is conditioned upon the Employee's express acceptance of and adherance to the terms set forth in this Agreement.

The Company and the Employee shall hereinafter be collectively referred to as "**Parties**" and individually as "**Party**".

Words of any gender are deemed to include those of the other gender such as "he" include "she".

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED AND OF THE MUTUAL BENEFITS HEREIN PROVIDED, THE COMPANY AND THE EMPLOYEE AGREE AS FOLLOWS:

Training & Placement Officer
DVR & Dr HS MIC College of Technology

1. **Definitions:**

1.1 **"Affiliate"** shall mean a Person that directly or indirectly through one or more intermediaries' controls, or is controlled by, or is under common control with, a specified Person, provided that, in respect of an Employee, Affiliates shall include his relative (as is such term defined in the Companies Act, 2013). For purposes of this definition, "control" means the possession, directly or indirectly, of the power to elect more than 50% of the governing board of such Person or to direct to cause the direction of the management and policies of the Person, whether through ownership of voting securities, partnership or limited liability interests, non-profit membership, contract or otherwise.

1.2 **"Business"** shall mean and include (i) e-learning platform for students (iii) and such other business as the Company may start in the ordinary course of business;

1.3 **"Business Days"** shall mean days other than, Sunday and public holidays in Hyderabad;

1.4 **"Control"** shall mean, with respect to any Person: (i) the ownership of more than 50% (fifty percent) of the equity shares or other voting securities of such Person, (ii) the possession of the power to direct the management and policies of such Person, or (iii) the power to appoint a majority of the directors, managers, partners or other individuals exercising similar authority with respect to such Person by virtue of ownership of voting securities or management or contract or in any other manner, whether directly or indirectly, including through one or more other Persons; and the term **"Common Control"** and **"Controlled by"** shall be construed accordingly;

1.5 **"Non-Compete Period"** shall means the period commencing on from the Effective Date and expiring after 12 (twelve) months from the termination of employment of the Employee in terms of this Agreement;

1.6 **"Non-Competing Business"** shall mean and include any business which does not compete, either directly or indirectly, with the Business or any other business as conducted / engaged by the Company, its Subsidiaries and Affiliates, from time to time.

1.7 **"Person"** shall means an individual, an association, a corporation, a partnership, a joint venture, a trust, an unincorporated organization, a joint stock company or other entity or organization, including a government or political subdivision, or an agency or instrumentality thereof and/or any other legal entity;

1.8 **"Subsidiary"** shall have the meaning given to it under the Companies Act, 2013;

1.9 **"The standard working hours"** for the Employee will be 11:30 AM to 8:30 PM, 5-6 days in a week. In view of the Employee's position in the Company, the Employee shall effectively perform to ensure results and will be expected to work beyond the standard working hours to achieve the results, wherever the job so requires. Additionally, the Company may implement staggered work shifts, in rare cases of necessity. In such an event, the Employee shall abide by the change in the standard working hours as may be notified by the Company to accommodate such staggered shifts.

2. **Duties and Functions.**

2.1 Upon the commencement of this Agreement, the Employee shall occupy the position and perform the duties of **Business Operations Executive** of the Company. The Employee shall fulfill such general duties and responsibilities as are consistent with such position and as are assigned to him from time to time by the Company. Further, the Employee shall perform his duties and functions in such a manner as to achieve the goals set by the Company.

2.2 The Employee agrees that he shall be posted at **Telangana, Hyderabad**. However, during employment with the Company, the Employee may be posted/ transferred at any place in India to any of the offices of the Company or Affiliates either existing or to be set up, without any additional remuneration at the sole discretion of the management of the Company.

2.3 The Employee shall devote all his business time, attention and energies to the Business.

2.4 The Employee agrees that he will, at all times, while performing services for the Company, devote his reasonable best efforts, skill and ability and shall perform his responsibilities in a competent and professional manner.

2.5 The Employee further agrees that during the term of this Agreement, he shall not render commercial or professional services of whatsoever nature to any person or organization, whether or not, for pecuniary gain.

2.6 The Employee agrees and undertakes that during the term of this Agreement, he shall not hold any position (whether directly or indirectly, for profit or not) in any company, organization, entities, partnership and/or joint venture without the prior written consent of the Company.

2.7 The Employee agrees to abide by the rules, regulations, human resource manual, stock option scheme, personnel policies and other policies of the Company and any change thereof which may be adopted by the Company from time to time (**"HR Manual"**).

3. Compensation and Benefits.

3.1 The Employee shall be entitled to the following compensations and benefits as given below:

3.1.1 **Remuneration:** The Employee shall be entitled to the remuneration as set out in detail in **SCHEDULE 1** annexed hereto.

3.2 **Reimbursement of Expenses.** Upon presentation of supporting documentation as may be reasonably satisfactory to the Company, the Company may as per the its policies, reimburse all business-related expenses incurred by the Employee in the performance of his duties hereunder, including, without limitation, those incurred in connection with business-related travel, boarding and lodging, telecommunications and entertainment in accordance with Company's policy in this regard.

3.3 **Withholding & Taxation.** The Remuneration (cost-to-company) paid to the Employee hereunder shall be subject to applicable taxes and the Company may withhold therefrom any amounts as are required to be withheld pursuant to applicable Law. Any tax liability arising in respect of payments made pursuant to the Agreement or income earned by the Employee while the Agreement is in effect shall be borne solely by the Employee. The Company shall only be responsible for withholding taxes from the payments made to the Employee pursuant to the Agreement and payment thereof to the credit of the government in accordance with the Income Tax Act, 1961.

3.4 **Leaves and benefits:** Subject to the applicable laws, the Employee shall be eligible for certain leaves such as casual leaves, sick leaves etc. The terms and conditions for such leaves is governed by the HR Manual of the Company and the Company reserves the right to modify the terms of such HR Manual without any consent of the Employee.

3.5 **Relocation Reimbursement Benefits:** Company shall reimburse as per norms for the expenses he/she and his/her family incur in relocating to the metropolitan area as required by the job in accordance with Company's Relocation Plan and/or as otherwise agreed by Company. In the event that Employee's employment is terminated within one year following the Joining date (I) by Employee or (II) by the Company, Employee shall and hereby does agree to repay the Company in full for the Relocation Reimbursement done by the company.

3.6 **Joining Bonus Benefits:** If employee shall be entitled to receive a joining bonus, the Joining Bonus will be paid no later than 30 days following the Joining Date. In the event that Employee's employment is terminated within one year following the Joining date (I) by Employee or (II) by the Company, Employee shall and hereby does agree to repay the Company in full for the Joining Bonus.

4. Term of the Agreement.

4.1. The Parties acknowledge that Employee's employment with the Company commenced on Effective Date and agree that it will continue unless terminated by either Party in accordance with the provisions of this Agreement (**"Term"**); Provided, however, that the employee agrees to serve the company for a minimum period of **3 months** from the effective date.

5. **Termination of the Agreement.**

5.1. Termination by Company for Cause;

5.1.1.The term "Cause" shall include;

a) Unauthorized leaves taken from the Company;
b) a material act of dishonesty, or fraud or other willful misconduct by the Employee that is detrimental to the pecuniary interests, reputation or goodwill of the Company, its Subsidiaries and Affiliates;
c) the Employee's consistent failure to reasonably render the services and perform his duties or breach of any material obligation as provided in this Agreement, which is not cured within 30 (thirty) days following the Employees receipt of written notice (include written letter or electronic mail) thereof in that behalf from the Company;
d) unethical business conduct in violation of the policies of the Company or any anti-corruption laws as applicable in India;
e) breach of any material statutory duty relevant to his role that, if capable of being cured and provided that such breach does not have a material adverse effect on the Company, has not been cured within 30 (thirty) days of the date of notice of such breach;
f) unauthorized material disclosure of any Confidential Information of the Company, its Subsidiaries and Affiliates; and
g) Conviction for any criminal offence.

5.1.2.The Company shall be entitled to terminate the services of the Employee for Cause immediately, without serving any notice period to Employee. Further the Company shall not give any severance package or monetary compensation to the Employee upon termination of Employment under Clause 5.1.

5.2. **Termination for Employee's Disability.** After the completion of training Period, if in the sole opinion of the Company, the Employee is unable to carry out the responsibilities and functions of the position held by Employee by reason of any physical or mental impairment for more than 30 (thirty) consecutive days or more than 90 (ninety) days in any twelve-month period, then, the Company may terminate Employee's services, subject to applicable law.

5.3. **Resignation by Employee.** Subject to applicable law and after the completion of Minimum Term, the Employee may, at his option, terminate this Agreement by serving the Company with prior 45 (Forty-Five) days written notice ("**Notice Period**") of his resignation from the Company. Parties understand the following:-

5.3.1. the Employee may request the Company to reduce the term of Notice Period and the Company may accept such request. Upon the occurrence of this event, mentioned in clause 5.3.1., the Company at no cost accept such request of the Employee;
5.3.2. the Company at its own discretion may also waive off term of Notice Period and compensate the Employee with such amount as it may deem fit.

5.4. **Termination due to Abscond of Employee:** Subject to the applicable law, if the Employee is absent from the office for a period of 3 days such employee shall be referred as Absconded Employee. The Company at its sole discretion terminates the employment of the Absconded Employee by serving notice to such Employee.

5.5. **Termination before the completion of training Period:** Subject to applicable law and before the completion of training Period, the Company owing to the non-performance Employee, at its option, terminate this Agreement by serving the Employee with 1 (one) day prior written notice of his termination from the Company.

6. **Effective Date of Termination.** Notwithstanding anything in this Agreement, the termination of the Employee's services pursuant to this Agreement shall be effective:

6.1. 30 (thirty) days after the Company delivers to the Employee written notice of his termination by reason of the Employee's having become disabled as per Clause 5.2 above;

6.2. Immediately upon the delivery of written notice to the Employee by the Company of his termination with Cause as per Clause 5.1;

6.3. the last working day of the Employee, where Employee delivers to the Company written notice of his resignation in accordance only with Clause 5.3 above. The Employee agrees that during such notice period Employee shall continue to perform his regular duties and will assist the Company. Further the Employee shall be relieved from his duties only after he hands over the Company's property and comply with the terms of full and final settlement policy.

6.4. the date mentioned in the termination notice issued by the Company, with respect to event occurred as per Clause 5.4 and 5.5 above.

7. **Effect of Termination**

7.1. **Effect of termination before the expiry of training Period:** If the employment of the Employees is terminated by the Company before the expiry of the training Period, the Employee shall receive only unpaid salary with respect to the number of days worked by the Employee. For the purpose of clarification, the Company shall not give severance package/salary to the Employee.

7.2. **Effect of termination before the expiry of Minimum Term:** If the Employee violates the Clause 4.1 of this Agreement i.e., Employee terminates this Agreement before the completion of Minimum Term, Employees agrees for the following:-

7.2.1 Shall pay a cost of training of INR **25,000/-** immediately; and
7.2.2 the Employee shall finish all the exit formalities as per the human resources policies/manual of the Company. The Company shall upon receipt of payment of Liquidated Damages, shall relieve the Employee from the duties, within 30 days from the date of payment of Liquidated Damages.

It is hereby clarified that, in the event, if the Employee fails to comply with the conditions mentioned in clause 7.2.1., and 7.2.1., he shall be known as bad leaver (**"Bad Leaver"**) the Company shall have a right to receive from the Employee such Liquidated Damages and unliquidated damages, as it may deem fit. Notwithstanding anything contained in this Agreement, upon an Employee becoming a Bad Leaver (including where the Employee's services are terminated for Cause), the Company shall be entitled to all remedies that may be available to it under applicable law.

7.3. **Effect of termination due to Absconding:** If the Employee is absconded, as stipulated under Clause 5.5 of this Agreement, the Company shall have a right to receive from the Employee such damages, as it may deem fit. Notwithstanding anything contained in this Agreement, the Company shall be entitled to all remedies that may be available to it under applicable law

8. **Non-Disclosure of Confidential or Proprietary Information.**

8.1. The Employee acknowledges that during the course of rendering services and performing his other duties under this Agreement, he will have and / or has had access to information about the Company and / or its Affiliates or otherwise in its possession and that his services with the Company shall bring him into close contact with many confidential affairs of the Company and / or its Affiliates, including without limitation, information regarding the following:

8.1.1.management methods and operating techniques;
8.1.2.sales, advertising and marketing methods;
8.1.3.business and training techniques, manuals and procedures;

8.1.4. information regarding customers and products;
8.1.5. information regarding employees and personnel;
8.1.6. hardware systems and software programs;
8.1.7. trade secrets, business strategies, copyrights, designs, test methods, software and such other intellectual properties; and
8.1.8. Information relating to the prior, current or contemplated products or services offered and information that the Employee has a reasonable basis to believe was accepted by the Company and / or Affiliates from any third party under obligations of confidentiality (collectively, the "**Confidential Information**").

8.2. In recognition of the foregoing, during and after the termination of this Agreement (regardless of the reason for any such termination) and until such time as the Confidential Information is generally published or is available to the general public other than through the Employee's unauthorized disclosure, the Employee shall not, without the prior written consent of the Company, disclose or use or make available for anyone to use (except in the course of rendering his services, or in furtherance of the business of the Company and Affiliates and as authorized in writing by the Company) any Confidential Information.

8.3. All documents, records, data, apparatus, equipment and physical property pertaining to the Company and / or its Affiliates, whether or not pertaining to Confidential Information, which are furnished to the Employee by the Company and/or its Affiliates or are produced by the Employee in connection with the rendering of services by the Employee hereunder will be and remain the sole property of the Company or the respective Affiliates (as the case may be).

8.4. The Employee will return to the Company or to the relevant Affiliate, all such materials and property, including any material or medium from which any Confidential Information may be ascertained or derived, as and when requested by the Company or the relevant Affiliate. In any event, the Employee will return all such materials and property immediately upon the termination of the Employee's services for any reason, as provided in this Agreement. The Employee will not retain any such material or property or any copies, compilations or analyses thereof after such termination.

9. Intellectual Property Rights.

9.1. All rights, title and interest in any intellectual property arising out of or in connection with the rendering of services by the Employee hereunder, including without limitation any copyrights, rights to derivative works, trade secrets, software, technologies, patents and any other intellectual property rights, created or conceived (including, but not limited to, any tools, designs or methodologies) during the employment of the Company under this Agreement whether or not in the Company's premises or using the Company's property or other proprietary rights therein, shall be considered as work for hire and shall be the absolute property of the Company ("Work for hire"). The Employee hereby, without further consideration, perpetually and irrevocably transfers, assigns and conveys all right, title and interest to such property (including, but not limited to, any moral rights) worldwide that the Employee may have or be entitled to under any law or equity whatsoever to the Company. To the maximum extent permitted by applicable law, the Company's rights herein associated with any such assignment shall not lapse for any reason whatsoever (other than as expressly agreed to by the Company), including but not limited to non-usage and / or non-enforcement of such right. At the Company's request, the Employee shall cooperate with the Company in completing any filings and processes, to perfect the Company's (or it's designates') ownership in intellectual property rights hereunder.

9.2. This Clause 9 is subject to, and shall not be deemed to limit, restrict, or constitute a waiver by the Company of any rights of ownership to which the Company may be entitled to by operation of law by virtue of the Company or any of its affiliates being provided the services by the Employee in the manner contemplated by this Agreement.

10. **Non-Competition Restrictions and Non-Solicitation Restrictions.**

10.1. The Employee undertakes that without prejudice to any other duty implied by law, he shall not, either directly or through his Affiliates, during the Non-Compete Period, either personally or through an agent, company or through a partnership or as a shareholder of a private company or a public unlisted company, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or in any other manner whatsoever, whether for profit or otherwise:

10.1.1. be concerned or interested in any business in any manner whatsoever that directly or indirectly competes with the Business or any business in which the Company engages or plans to engage in at the time of termination of the employment of the Employee (**"Competing Business"**);

10.1.2. be concerned in any business in any manner whatsoever that directly or indirectly competes with the business in which such Employee is materially involved as an employee of the Company after the Effective Date;

10.1.3. except on behalf of the Company, canvas or solicit business or customers for services similar to those being provided by the Company from any Person who is a customer of the Company;

10.1.4. induce or attempt to induce any customer/client of the Company to cease to be a customer/client, or to restrict or vary the terms of the contract to, the Company or otherwise interfere with the relationship between such a customer/client and the Company (save and except actions taken during the course of his employment with the Company in exercise of his power and authority as an employee of the Company and in, what he reasonably believes to be, in the interest of the Company);

10.1.5. he shall not, directly or indirectly, including by assisting others, solicit, recruit, induce or attempt to persuade (a) any Person then engaged by the Company as an employee, officer or director or so engaged within the preceding 12 month(s) period (**"Existing Employee"**) to leave the employment of the Company; or (b) encourage any consultant, vendor or customer to reduce the quantum of business they do with the Company. It is clarified that the Employee shall be deemed to have breached and failed to comply with the provisions of this Clause 10.1.4 if the Employee directly or indirectly as an officer or director of another organization or otherwise, employ, engage or retain, an Existing Employee, if such employment or engagement arose on account of any act of the Employee.

10.2. The Parties recognize that the foregoing covenants in this Clause 10 and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of the Company, and agree that such limitations are reasonable with respect to the business of the Company.

10.3. The Employee acknowledges and agrees that the compensation paid to him under this Agreement (as set out in Clause 3 above) along with the mutual agreements, covenants, representations and warranties set forth in the this Agreement is adequate consideration for the non-compete covenants contained in this Agreement and that the restrictions contained in this clause are considered reasonable for the legitimate protection of the Business and goodwill of the Company. However, in the event that such restriction shall be found to be void, but would be valid if some part thereof was deleted or the scope, period or area of application were reduced, the above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid and effective.

10.4. The Employee acknowledges and agrees that the covenants and obligations with respect to non-competition and non-solicitation as set forth above shall not be construed to be a restraint of trade against the Employee and relate to special, unique and extraordinary matters, and that a violation of

any of the terms of such covenants and obligations will cause the Company, irreparable injury. Each of such covenants contained in this Clause shall be construed as a separate covenant and if, in any judicial proceeding, a court shall refuse to enforce any of the separate covenants of this clause, then such covenant shall be deemed included herein only to the extent enforceable as permitted under the applicable Laws for the purpose of such proceeding or any other judicial proceeding to the extent necessary to permit the remaining covenants to be enforced.

11. Warranties:

11.1. Employee confirms and warrants that;

a) he has carefully read and fully understands all the provisions of this Agreement.

b) he has not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime (other than minor traffic offences), and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or threatened against him.

c) he has not been the subject of any adverse court judgment which threatens his solvency or substantially compromises his financial security.

d) by entering into this Agreement or performing any of the obligations under it, he will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on him. The Employee further undertakes to indemnify the Company against any such claims, costs, damages, liabilities or expenses which the Company may incur if he is in breach of any such obligations.

e) In the performance of his obligations, the Employee will not utilize or make available to the Company or any of its Subsidiaries/Affiliates any Confidential Information of any third party or violate any obligation with respect to such information.

f) he has never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

11.2. This employment is on the basis that the information submitted by the Employee is complete and correct. The Employee agrees and acknowledges that if it is found that the information submitted is false or incomplete or that the Employee has concealed / suppressed certain material information which detrimentally impacts the Company, the Company may terminate employment without providing any notice or pay in lieu thereof in addition to other remedies available to the Company against the Employee under this Agreement and law.

12. Void or Unenforceable Restrictions. If any restriction or undertaking is found by any court or other competent authority to be void or unenforceable, the Parties shall negotiate in good faith to replace such void or unenforceable restriction or undertaking with a valid provision which, as far as possible, has the same legal and commercial effect as that which it replaces.

13. **Breach.** If any breach or violation of the provisions, covenants warranties, the Employee agrees that damages alone are likely not to be sufficient compensation and that injunctive relief is reasonable and is likely to be essential to safeguard the interests of Company and that injunctive relief (in addition to any other remedies afforded by a court of equity) may (subject to the discretion of the courts) be obtained. No waiver of any breach or violation shall be implied from forbearance or failure by the Company to take action.

14. **Indemnities.** The Employee, at all times during the course of his employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company actually suffers or incurs as a direct result of acts or omissions of the Employee during the course of employment.

15. **Deductions.** The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any outstanding loans, advances or overpayments.

16. **Entire Agreement; Termination of Prior Agreements.** This Agreement and the agreements and documents referred to herein contain the entire understanding of the Employee and the Company with respect to the services to be rendered by the Employee to the Company and supersede any and all prior understandings, written or oral, between the Employee and the Company and between the Employee and any Affiliate or predecessor of the Company. Any such prior understandings or agreements are hereby terminated and are of no further force and effect. This Agreement may not be amended, waived, discharged or terminated orally, but only by an instrument in writing, specifically identified as an amendment to this Agreement, and signed by the Employee and a duly authorized officer of the Company. By entering into this Agreement, the Employee certifies and acknowledges that he has carefully read all of the provisions of this Agreement and the rules and regulations of the Company and that he voluntarily and knowingly enters into this Agreement.

17. **Severability.** If any provision of this Agreement or the application thereof to any Person or circumstance shall be invalid or unenforceable to any extent for any reason including by reason of any law or regulation or government policy or any amendment thereof, the remainder of this Agreement and the application of such provision to Persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision, which is valid and enforceable and most nearly reflects the original intent of the unenforceable provision.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Republic of India without regard to applicable conflicts of laws principles. The courts in Hyderabad shall have the exclusive jurisdiction in relation to all matters arising out of this Agreement.

19. **Notices.**

Any notice or other communication hereunder must be given in writing and either (a) delivered in person; (b) transmitted by facsimile, provided that any notice so given is also mailed as provided in clause (c); or (c) mailed, postage prepaid, as follows:

Company	Sai Rahul Varma G CEO & Director Edupolis Education Technology Private Limited, Address: Unschool, S2, CRESENT TOWERS, PLOT -1018 PRAGATHI NAGAR, ABOVE KARUR VYSYA BANK, HYDERABAD, TG 500090 IN Email: rahul@unschool.in

Employee	Name: **THANNERU ASRITHA** Address: - 5-183,sundaralah nagar ,wyra,Khammam,Telangana,507165 Email: asrithathanneru121106@gmail.com Mobile: 8639274240

or to such other address or to such other Person as any Party shall have last designated by such notice to the other Parties. Each such notice or other communication shall be effective (i) if given by mail, three days after such communication is deposited in the mail with first class postage prepaid, addressed as aforesaid, (ii) if given by facsimile, when transmitted to the applicable number so specified in (or pursuant to) this Clause 19 provided that appropriate confirmation of receipt is generated by the facsimile and a duplicate copy is mailed, postage prepaid, or (iii) sent by electronic mail or if given by any other means, when actually delivered at such address.

20. Miscellaneous.

20.1 No delay or omission by the Company or the Employee in exercising any right under this Agreement shall operate as a waiver of that or any other right. A waiver or consent given by the Company or the Employee on any one occasion shall be effective only in that instance and shall not be construed as a bar or waiver of any right on any other occasion.

20.2 This Agreement may be modified or amended only by an instrument in writing executed by the Parties hereto and approved in writing by a duly authorized officer of the Company. The Parties hereto agree that in no event shall an oral modification of this Agreement be enforceable or valid.

20.3 The captions of the Clauses of this Agreement are for convenience of reference only and in no way define, limit or affect the scope or substance of any section of this Agreement.

20.4 The Employee has been provided with an opportunity to consult with the Employee's own counsel with respect to this Agreement.

20.5 Notwithstanding anything to the contrary contained elsewhere, the Company shall be entitled at all times to set off any amount owing at any time from the Employee against any amount payable at any time by the Company to the Employee pursuant to this Agreement.

20.6 The requirements and covenants of Clauses 8 (*Non-Disclosure of Confidential or Proprietary Information*), 9 (*Intellectual Property Rights*), 10 (*Non-Competition Restrictions and Non-Solicitation Restrictions*), 14 (*Indemnities*), 17 (*Severability*), 18 (*Governing Law*), 18 (*Dispute Resolution*), and 20 (*Miscellaneous*) and such other clauses which by their nature survive termination, shall survive and continue in full force and effect after the termination of this Agreement.

21. Internship Period.

21.1 The internship period will be for the 1st 3 months.

21.2 Salary for the internship period i.e. for 1st 3 months will be **INR 12000.**

21.3 Salary for the training period i.e. 1st month will be held as training cost and released along with the 2nd month salary to the **Employee.**

22. Full time Employment.

22.1 The full time employment will start from the 4th Month.

IN WITNESS WHEREOF, EACH OF THE PARTIES HERETO HAS CAUSED THIS AGREEMENT TO BE DULY EXECUTED AND DELIVERED UNDER SEAL, BY ITS AUTHORIZED OFFICERS OR INDIVIDUALLY, AS OF THE DATE FIRST ABOVE WRITTEN.

EMPLOYEE:	**COMPANY:**
Name: THANNERU ASRITHA	
	Name: Rahul Varma Title: CEO, Edupolis Education Technology Pvt. Ltd.(Unschool)

SCHEDULE 1

Remuneration breakup

- **During the 1st 3 months, the employee is paid a base stipend of 12000 INR**
- **Refer below for the split-up of the salary structure for the full-time role (after the internship period) at Edupolis Education Technology Pvt Ltd. (Unschool).**

Annexure

Automatic CTC Structure		
Particulars	**Monthly**	Annual
Basic Salary	7,000	84,000
House Rent Allowance	2,800	33,600
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	639	7,668
Gross Salary	**12,439**	**1,49,268**
Provident Fund	1,157	13,884
ESIC	404	4,848
Gross Salary FIX	**14,000**	**1,68,000**
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	**14,000**	**1,68,000**
ESI Employee	**93**	**1,115**
PF Employee	1,157	
Professional Tax	-	
Take Home	11,189	

(* Subject to TDS deduction)

-Your CTC is Rs 1,68,000/-per annum as the fixed portion and +10,000 INR per month performance-based incentives for the operating year 2022-23 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

- **Refer below for the split-up of the salary structure after completion of 6 months as an New Designation at Edupolis Education Technology Pvt Ltd. (Unschool).**

Name	DOJ	Designation
THANNERU ASRITHA	1st December 2022	Business Operations Executive

Automatic CTC Structure		
Particulars	Monthly	Annual
Basic Salary	14,400	1,72,800
House Rent Allowance	5,760	69,120
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	4,862	58,344
Gross Salary	**27,022**	**3,24,264**
Provident Fund	1,728	20,736
ESIC	-	-
Gross Salary FIX	**28,750**	**3,45,000**
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	**28,750**	**3,45,000**
ESI Employee	-	-
PF Employee	1,728	
Professional Tax	200	
Take Home	25,094	

(* Subject to TDS deduction)

-Your CTC is Rs 3,45,000/-per annum as the fixed portion and 3LPA performance-based incentives for the operating year 2022-23 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

We hope you have a great learning experience with us and grow in the process of this role.

Thanking you.

Yours faithfully,

for Edupolis Education Technology Pvt Ltd (Unschool)

Rahul Varma
Co-Founder and CEO
Edupolis Education Technology Pvt Ltd. (Unschool)

Authorized Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: _____

Date: _____

Name: _____

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EMPLOYMENT AGREEMENT

This **EMPLOYMENT Agreement** (this "**Agreement**") is made and executed on this 7th **Nov 2022** at Hyderabad (hereinafter referred to as the "**Effective Date**").

By And Between

Edupelis Education Technology Private Limited, a company incorporated under the Companies Act, 2013 having CIN U72900TG2021PTC149055 and its registered office at Unschool, 52, CRESCENT TOWERS, PLOT -1018 PRAGATHI NAGAR, ABOVE KARUR VYSYA BANK, HYDERABAD TG 500090 IN, represented by one of its director Mr. Rahul Varma ("Company" or "Employer" which expression shall, where the context so admits, include its heirs, successors, executors and permitted assigns);

And

ASRITHA GADDE S/D/O **Srinivasara Gadde** aged about **20** years and presently residing at **House** no: **3-94-1, Ramalayam Street, Chevuturu Village, G.Konduru Mandal, Krishna District, Andhrapradesh** hereinafter referred to as the "Employee", which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include his heirs, executors, administrators, permitted assigns and legal representatives).

WHEREAS

A. In connection with the offer letter given by the Company date **1st Dec 2022**, the Company desires to employ the Employee and the Employee accepts the employment of the Company.

B. In order to more clearly define the relationship between the Company and Employee, the Company and Employee desire to execute this Agreement; and

C. The Company's engagement and continual employment of the Employee is conditioned upon the Employee's express acceptance of and adherence to the terms set forth in this Agreement.

The Company and the Employee shall hereinafter be collectively referred to as "**Parties**" and individually as "**Party**".

Words of any gender are deemed to include those of the other gender such as "he" include "she".

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED AND OF THE MUTUAL BENEFITS HEREIN PROVIDED, THE COMPANY AND THE EMPLOYEE AGREE AS FOLLOWS:

Training & Placement Officer
DVR & Dr HS MIC College of Technology

1. **Definitions:**

1.1 **"Affiliate"** shall mean a Person that directly or indirectly through one or more intermediaries controls, or is controlled by, or is under common control with, a specified Person, provided that, in respect of an Employee, Affiliates shall include his relative (as is such term defined in the Companies Act, 2013). For purposes of this definition, "control" means the possession, directly or indirectly, of the power to elect more than 50% of the governing board of such Person or to direct to cause the direction of the management and policies of the Person, whether through ownership of voting securities, partnership or limited liability interests, non-profit membership, contract or otherwise.

1.2 **"Business"** shall mean and include (i) e-learning platform for students (ii) and such other business as the Company may start in the ordinary course of business;

1.3 **"Business Days"** shall mean days other than, Sunday and public holidays in Hyderabad;

1.4 **"Control"** shall mean, with respect to any Person: (i) the ownership of more than 50% (fifty percent) of the equity shares or other voting securities of such Person, (ii) the possession of the power to direct the management and policies of such Person, or (iii) the power to appoint a majority of the directors, managers, partners or other individuals exercising similar authority with respect to such Person by virtue of ownership of voting securities or management or contract or in any other manner, whether directly or indirectly, including through one or more other Persons; and the term **"Common Control"** and **"Controlled by"** shall be construed accordingly;

1.5 **"Non-Compete Period"** shall means the period commencing on from the Effective Date and expiring after 12 (twelve) months from the termination of employment of the Employee in terms of this Agreement;

1.6 **"Non-Competing Business"** shall mean and include any business which does not compete, either directly or indirectly, with the Business or any other business as conducted / engaged by the Company, its Subsidiaries and Affiliates, from time to time.

1.7 **"Person"** shall means an individual, an association, a corporation, a partnership, a joint venture, a trust, an unincorporated organization, a joint stock company or other entity or organization, including a government or political subdivision, or an agency or instrumentality thereof and/or any other legal entity.

1.8 **"Subsidiary"** shall have the meaning given to it under the Companies Act, 2013;

1.9 **"The standard working hours"** for the Employee will be 11:30 AM to 8:30 PM, 5-6 days in a week. In view of the Employee's position in the Company, the Employee shall effectively perform to ensure results and will be expected to work beyond the standard working hours to achieve the results, whenever the job so requires. Additionally, the Company may implement staggered work shifts, in rare cases of necessity. In such an event, the Employee shall abide by the change in the standard working hours as may be notified by the Company to accommodate such staggered shifts.

2. **Duties and Functions.**

2.1 Upon the commencement of this Agreement, the Employee shall occupy the position and perform the duties of **Business Operations Executive** of the Company. The Employee shall fulfill such general duties and responsibilities as are consistent with such position and as are assigned to him from time to time by the Company. Further, the Employee shall perform his duties and functions in such a manner as to achieve the goals set by the Company.

2.2 The Employee agrees that he shall be posted at **Telangana, Hyderabad**. However, during employment with the Company, the Employee may be posted/ transferred at any place in India to any

of the offices of the Company or Affiliates either existing or to be set up, without any additional remuneration at the sole discretion of the management of the Company.

2.3 The Employee shall devote all his business time, attention and energies to the Business.

2.4 The Employee agrees that he will, at all times, while performing services for the Company, devote his reasonable best efforts, skill and ability and shall perform his responsibilities in a competent and professional manner.

2.5 The Employee further agrees that during the term of this Agreement, he shall not render commercial or professional services of whatsoever nature to any person or organization, whether or not, for pecuniary gain.

2.6 The Employee agrees and undertakes that during the term of this Agreement, he shall not hold any position (whether directly or indirectly, for profit or not) in any company, organization, entities, partnership and/or joint venture without the prior written consent of the Company.

2.7 The Employee agrees to abide by the rules, regulations, human resource manual, stock option scheme, personnel policies and other policies of the Company and any change thereof which may be adopted by the Company from time to time (**"HR Manual"**).

3. Compensation and Benefits.

3.2 The Employee shall be entitled to the following compensations and benefits as given below:

3.1.1 **Remuneration:** The Employee shall be entitled to the remuneration as set out in detail in **SCHEDULE 1** annexed hereto.

3.2 **Reimbursement of Expenses.** Upon presentation of supporting documentation as may be reasonably satisfactory to the Company, the Company may as per the its policies, reimburse all business-related expenses incurred by the Employee in the performance of his duties hereunder, including, without limitation, those incurred in connection with business-related travel, boarding and lodging, telecommunications and entertainment in accordance with Company's policy in this regard.

3.3 **Withholding & Taxation**. The Remuneration (cost-to-company) paid to the Employee hereunder shall be subject to applicable taxes and the Company may withhold therefrom any amounts as are required to be withheld pursuant to applicable Law. Any tax liability arising in respect of payments made pursuant to the Agreement or income earned by the Employee while the Agreement is in effect shall be borne solely by the Employee. The Company shall only be responsible for withholding taxes from the payments made to the Employee pursuant to the Agreement and payment thereof to the credit of the government in accordance with the Income Tax Act, 1961.

3.4 **Leaves and benefits:** Subject to the applicable laws, the Employee shall be eligible for certain leaves such as casual leaves, sick leaves etc. The terms and conditions for such leaves is governed by the HR Manual of the Company and the Company reserves the right to modify the terms of such HR Manual without any consent of the Employee.

3.5 **Relocation Reimbursement Benefits**: Company shall reimburse as per norms for the expenses he/she and his/her family incur in relocating to the metropolitan area as required by the job in accordance with Company's Relocation Plan and/or as otherwise agreed by Company. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Relocation Reimbursement done by the company.

3.6 Joining Bonus Benefits: If employee shall be entitled to receive a joining bonus, the Joining Bonus will be paid no later than 30 days following the Joining Date. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Joining Bonus.

4. Term of the Agreement.

4.1. The Parties acknowledge that Employee's employment with the Company commenced on Effective Date and agree that it will continue unless terminated by either Party in accordance with the provisions of this Agreement (**"Term"**); Provided, however, that the employee agrees to serve the company for a minimum period of **2 months** from the effective date.

5. **Termination of the Agreement.**

5.1. Termination by Company for Cause:

5.1.1. The term "**Cause**" shall include:

a) Unauthorized leaves taken from the Company;
b) a material act of dishonesty, or fraud or other willful misconduct by the Employee that is detrimental to the pecuniary interests, reputation or goodwill of the Company, its Subsidiaries and Affiliates;
c) the Employee's consistent failure to reasonably render the services and perform his duties or breach of any material obligation as provided in this Agreement, which is not cured within 30 (thirty) days following the Employees receipt of written notice (include written letter or electronic mail) thereof in that behalf from the Company;
d) unethical business conduct or violation of the policies of the Company or any anti-corruption laws as applicable in India;
e) Breach of any material statutory duty relevant to his role that if capable of being cured and provided that such breach does not have a material adverse effect on the Company, has not been cured within 30 (thirty) days of the date of notice of such breach;
f) unauthorized material disclosure of any confidential information of the Company, its Subsidiaries and Affiliates; and
g) Conviction for any criminal offence.

5.1.2. The Company shall be entitled to terminate the services of the Employee for Cause immediately, without serving any notice period to Employee. Further the Company shall not give any severance package or monetary compensation to the Employee upon termination of Employment under Clause 5.1.

5.2. **Termination for Employee's Disability.** After the completion of training Period, if in the sole opinion of the Company, the Employee is unable to carry out the responsibilities and functions of the position held by Employee by reason of any physical or mental impairment for more than 30 (thirty) consecutive days or more than 90 (ninety) days in any twelve-month period, then, the Company may terminate Employee's services, subject to applicable law.

5.3. **Resignation by Employee.** Subject to applicable law and after the completion of Minimum Term, the Employee may, at his option, terminate this Agreement by serving the Company with prior 45 (Forty-Five) days written notice ("**Notice Period**") of his resignation from the Company. Parties understand the following:-

5.3.1. the Employee may request the Company to reduce the term of Notice Period and the Company may accept such request. Upon the occurrence of this event, mentioned in clause 5.3.1, the Company at parent accept such request of the Employee;

5.3.2. the Company at its own discretion may also waive off term of Notice Period and compensate the Employee with such amount as it may deem fit.

5.4. **Termination due to Absconding of Employee:** Subject to the applicable law, if the Employee is absent from the office for a period of 9 days such employee shall be referred as Absconded Employee. The Company at its sole discretion terminates the employment of the Absconded Employee by serving notice to such Employee.

5.5. **Termination before the completion of training Period:** Subject to applicable law and before the completion of training Period, the Company owing to the non-performance Employee, at its option,

terminate this Agreement by serving the Employee with 1 (one) day prior written notice of his termination from the Company.

6. **Effective Date of Termination**. Notwithstanding anything in this Agreement, the termination of the Employee's services pursuant to this Agreement shall be effective:

6.1 30 (thirty) days after the Company delivers to the Employee written notice of his termination by reason of the Employee's having become disabled as per Clause 5.2 above;

6.2. immediately upon the delivery of written notice to the Employee by the Company of his termination, with Cause as per Clause 5.1;

6.3. the last working day of the Employee, where Employee delivers to the Company written notice of his resignation in accordance only with Clause 5.3 above. The Employee agrees that during such notice period Employee shall continue to perform his regular duties and will assist the Company. Further the Employee shall be relieved from his duties only after he hands over the Company's property and comply with the terms of full and final settlement policy.

6.4. the date mentioned in the termination notice issued by the Company, with respect to event occurred as per Clause 5.4 and 5.5 above.

7. **Effect of Termination**

7.1 **Effect of termination before the expiry of training Period:** If the employment of the Employees is terminated by the Company before the expiry of the training Period, the Employee shall receive only unpaid salary with respect to the number of days worked by the Employee. For the purpose of clarification, the Company shall not give severance package/salary to the Employee.

7.2 **Effect of termination before the expiry of Minimum Term:** If the Employee violates the Clause 4.1 of this Agreement i.e., Employee terminates this Agreement before the completion of Minimum Term, Employees agrees for the following:-

7.2.1 Shall pay a cost of training of INR **25,000/-** immediately; and

7.2.2 the Employee shall finish all the exit formalities as per the human resources policies/manual of the Company. The Company shall upon receipt of payment of Liquidated Damages, shall relieve the Employee from the duties, within 30 days from the date of payment of Liquidated Damages.

It is hereby clarified that, in the event, if the Employee fails to comply with the conditions mentioned in clause 7.2.1., and 7.2.1., he shall be known as bad leaver ("**Bad Leaver**") the Company shall have a right to receive from the Employee such Liquidated Damages and unliquidated damages, as it may deem fit. Notwithstanding anything contained in this Agreement, upon an Employee becoming a Bad Leaver (including where the Employee's services are terminated for Cause), the Company shall be entitled to all remedies that may be available to it under applicable law.

7.3 **Effect of termination due to Absconding:** If the Employee is absconded, as stipulated under Clause 5.5 of this Agreement, the Company shall have a right to receive from the Employee such damages, as it may deem fit. Notwithstanding anything contained in this Agreement, the Company shall be entitled to all remedies that may be available to it under applicable law.

8. **Non-Disclosure of Confidential or Proprietary Information.**

8.1 The Employee acknowledges that during the course of rendering services and performing his other duties under this Agreement, he will have and / or has had access to information about the Company and / or its Affiliates or otherwise in its possession and that his services with the Company shall bring him into close contact with many confidential affairs of the Company and / or its Affiliates, including without limitation, information regarding the following:

8.1.1. management methods and operating techniques;

8.1.2 sales, advertising and marketing methods;

8.1.3.business and training techniques, manuals and procedures;

8.1.4.information regarding customers and products;

8.1.5.information regarding employees and personnel;

8.1.6.hardware systems and software programs;

8.1.7 trade secrets, business strategies, copyrights, designs, test methods, software and such other intellectual properties; and

8.1.8 information relating to the prior, current or contemplated products or services offered and information that the Employee has a reasonable basis to believe was accepted by the Company and / or Affiliates from any third party under obligations of confidentiality (collectively, the "**Confidential Information**").

8.2. In recognition of the foregoing, during and after the termination of this Agreement (regardless of the reason for any such termination) and until such time as the Confidential Information is generally published or is available to the general public other than through the Employee's unauthorized disclosure, the Employee shall not, without the prior written consent of the Company, disclose or use or make available for anyone to use (except in the course of rendering his services, or in furtherance of the business of the Company and Affiliates and as authorized in writing by the Company) any Confidential Information.

8.3. All documents, records, data, apparatus, equipment and physical property pertaining to the Company and / or its Affiliates, whether or not pertaining to Confidential Information, which are furnished to the Employee by the Company and/or its Affiliates or are produced by the Employee in connection with the rendering of services by the Employee hereunder will be and remain the sole property of the Company or the respective Affiliates (as the case may be).

8.4. The Employee will return to the Company or to the relevant Affiliate, all such materials and property, including any material or medium from which any Confidential Information may be ascertained or derived, as and when requested by the Company or the relevant Affiliate. In any event, the Employee will return all such materials and property immediately upon the termination of the Employee's services for any reason, as provided in this Agreement. The Employee will not retain any such material or property or any copies, compilations or analyses thereof after such termination.

9. **Intellectual Property Rights.**

9.1. All rights, title and interest in any intellectual property arising out of or in connection with the rendering of services by the Employee hereunder, including without limitation any copyrights, rights to derivative works, trade secrets, software, technologies, patents and any other intellectual property rights, created or conceived (including, but not limited to, any tools, designs or methodologies) during the employment of the Company under this Agreement whether or not in the Company's premises or using the Company's property or other proprietary rights therein, shall be considered as work for hire and shall be the absolute property of the Company ("Work for hire"). The Employee hereby, without further consideration, perpetually and irrevocably transfers, assigns and conveys all right, title and interest to such property (including, but not limited to, any moral rights) worldwide that the Employee may have or be entitled to under any law or equity whatsoever to the Company. To the maximum extent permitted by applicable law, the Company's rights herein associated with any such assignment shall not lapse for any reason whatsoever (other than as expressly agreed to by the Company), including but not limited to non-usage and / or non-enforcement of such right. At the Company's request, the Employee shall cooperate with the Company in completing any filings and processes, to perfect the Company's (or it's designates') ownership in intellectual property rights hereunder.

9.2. This Clause 9 is subject to, and shall not be deemed to limit, restrict, or constitute a waiver by the Company of any rights of ownership to which the Company may be entitled to by operation of law by

virtue of the Company or any of its affiliates being provided the services by the Employee in the manner contemplated by this Agreement.

10. **Non-Competition Restrictions and Non-Solicitation Restrictions.**

10.1. The Employee undertakes that without prejudice to any other duty implied by law, he shall not, either directly or through his Affiliates, during the Non-Compete Period, either personally or through an agent, company or through a partnership or as a shareholder of a private company or a public unlisted company, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or in any other manner whatsoever, whether for profit or otherwise:

10.1.1. be concerned or interested in any business in any manner whatsoever that directly or indirectly competes with the Business or any business in which the Company engages or plans to engage in at the time of termination of the employment of the Employee ("**Competing Business**");

10.1.2. be concerned in any business in any manner whatsoever that directly or indirectly competes with the business in which such Employee is materially involved as an employee of the Company after the Effective Date;

10.1.3. except on behalf of the Company, canvas or solicit business or customers for services similar to those being provided by the Company from any Person who is a customer of the Company;

10.1.4. induce or attempt to induce any customer/client of the Company to cease to be a customer/client, or to restrict or vary the terms of the contract to, the Company or otherwise interfere with the relationship between such a customer/client and the Company (save and except actions taken during the course of his employment with the Company in exercise of his power and authority as an employee of the Company and in, what he reasonably believes to be, in the interest of the Company);

10.1.5. he shall not, directly or indirectly, including by assisting others, solicit, recruit, induce or attempt to persuade (a) any Person then engaged by the Company as an employee, officer or director or so engaged within the preceding 12 month(s) period ("**Existing Employee**") to leave the employment of the Company; or (b) encourage any consultant, vendor or customer to reduce the quantum of business they do with the Company. It is clarified that the Employee shall be deemed to have breached and failed to comply with the provisions of this Clause 10.1.4 if the Employee directly or indirectly as an officer or director of another organization or otherwise, employ, engage or retain, an Existing Employee, if such employment or engagement arose on account of any act of the Employee.

10.2. The Parties recognize that the foregoing covenants in this Clause 10 and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of the Company, and agree that such limitations are reasonable with respect to the business of the Company.

10.3. The Employee acknowledges and agrees that the compensation paid to him under this Agreement (as set out in Clause 3 above) along with the mutual agreements, covenants, representations and warranties set forth in the this Agreement is adequate consideration for the non-compete covenants contained in this Agreement and that the restrictions contained in this clause are considered reasonable for the legitimate protection of the Business and goodwill of the Company. However, in the event that such restriction shall be found to be void, but would be valid if some part thereof was deleted or the scope, period or area of application were reduced, the above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid and effective.

10.4. The Employee acknowledges and agrees that the covenants and obligations with respect to non-competition and non-solicitation as set forth above shall not be construed to be a restraint of trade against the Employee and relate to special, unique and extraordinary matters, and that a violation of any of the terms of such covenants and obligations will cause the Company irreparable injury. Each of such covenants contained in this Clause shall be construed as a separate covenant and if, in any judicial proceeding, a court shall refuse to enforce any of the separate covenants of this clause, then such covenant shall be deemed included herein only to the extent enforceable as permitted under the applicable Laws for the purpose of such proceeding or any other judicial proceeding to the extent necessary to permit the remaining covenants to be enforced.

11. Warranties:

11.1. Employee confirms and warrants that;

a) he has carefully read and fully understands all the provisions of this Agreement.

b) he has not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime (other than minor traffic offences), and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or threatened against him.

c) he has not been the subject of any adverse court judgment which threatens his solvency or substantially compromises his financial security.

d) by entering into this Agreement or performing any of the obligations under it, he will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on him. The Employee further undertakes to indemnify the Company against any such claims, costs, damages, liabilities or expenses which the Company may incur if he is in breach of any such obligations.

e) in the performance of his obligations, the Employee will not utilize or make available to the Company or any of its Subsidiaries/Affiliates any Confidential Information of any third party or violate any obligation with respect to such information.

f) he has never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

11.2. This employment is on the basis that the information submitted by the Employee is complete and correct. The Employee agrees and acknowledges that if it is found that the information submitted is false or incomplete or that the Employee has concealed / suppressed certain material information which detrimentally impacts the Company, the Company may terminate employment without providing any notice or pay in lieu thereof in addition to other remedies available to the Company against the Employee under this Agreement and law.

12. **Void or Unenforceable Restrictions.** If any restriction or undertaking is found by any court or other competent authority to be void or unenforceable, the Parties shall negotiate in good faith to replace such void or unenforceable restriction or undertaking with a valid provision which, as far as possible, has the same legal and commercial effect as that which it replaces.

13. **Breach:** If any breach or violation of the provisions, covenants warranties, the Employee agrees that damages alone are likely not to be sufficient compensation and that injunctive relief is reasonable and is likely to be essential to safeguard the interests of Company and that injunctive relief (in addition

to any other remedies afforded by a court of equity) may (subject to the discretion of the courts) be obtained. No waiver of any breach or violation shall be implied from forbearance or failure by the Company to take action.

14. **Indemnities.** The Employee, at all times during the course of his employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and hold indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company actually suffers or incurs as a direct result of acts or omissions of the Employee during the course of employment.

15. **Deductions.** The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any outstanding loans, advances or overpayments.

16. **Entire Agreement; Termination of Prior Agreements.** This Agreement and the agreements and documents referred to herein contain the entire understanding of the Employee and the Company with respect to the services to be rendered by the Employee to the Company and supersede any and all prior understandings, written or oral, between the Employee and the Company and between the Employee and any Affiliate or predecessor of the Company. Any such prior understandings or agreements are hereby terminated and are of no further force and effect. This Agreement may not be amended, waived, discharged or terminated orally, but only by an instrument in writing, specifically identified as an amendment to this Agreement, and signed by the Employee and a duly authorized officer of the Company. By entering into this Agreement, the Employee certifies and acknowledges that he has carefully read all of the provisions of this Agreement and the rules and regulations of the Company and that he voluntarily and knowingly enters into this Agreement.

17. **Severability.** If any provision of this Agreement or the application thereof to any Person or Circumstance shall be invalid or unenforceable to any extent for any reason including by reason of any law or regulation or government policy or any amendment thereof, the remainder of this Agreement and the application of such provision to Persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision, which is valid and enforceable and most nearly reflects the original intent of the unenforceable provision.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Republic of India without regard to applicable conflicts of laws principles. The courts in Hyderabad shall have the exclusive jurisdiction in relation to all matters arising out of this Agreement.

19. **Notices.**

Any notice or other communication hereunder must be given in writing and either (a) delivered in person, (b) transmitted by facsimile, provided that any notice so given is also mailed as provided in clause (c); or (c) mailed, postage prepaid, as follows:

Company	Sai Rahul Varma G CEO & Director Edupolis Education Technology Private Limited, Address: Unschool, 52, CRESENT TOWERS, PLOT -1019 PRAGATHI NAGAR, ABOVE KARUR VYSYA BANK, HYDERABAD, TG 500090 IN

	Email: rahul@unschool.in
Employee	Name: **ASRITHA GADDE** Address: - House no: 3-94-1, Ramalayam Street, Chevuturu Village, G.Konduru Mandal, Krishna District, Andhrapradesh Email: asrithagadde83272@gmail.com Mobile: 9014762609

or to such other address or to such other Person as any Party shall have last designated by such notice to the other Parties. Each such notice or other communication shall be effective (i) if given by mail, three days after such communication is deposited in the mail with first class postage prepaid, addressed as aforesaid, (ii) if given by facsimile, when transmitted to the applicable number so specified in (or pursuant to) this Clause 19 provided that appropriate confirmation of receipt is generated by the facsimile and a duplicate copy is mailed, postage prepaid, or (iii) sent by electronic mail or if given by any other means, when actually delivered at such address.

20. Miscellaneous.

20.1 No delay or omission by the Company or the Employee in exercising any right under this Agreement shall operate as a waiver of that or any other right. A waiver or consent given by the Company or the Employee on any one occasion shall be effective only in that instance and shall not be construed as a bar or waiver of any right on any other occasion.

20.2 This Agreement may be modified or amended only by an instrument in writing executed by the Parties hereto and approved in writing by a duly authorized officer of the Company. The Parties hereto agree that in no event shall an oral modification of this Agreement be enforceable or valid.

20.3 The captions of the Clauses of this Agreement are for convenience of reference only and in no way define, limit or affect the scope or substance of any section of this Agreement.

20.4 The Employee has been provided with an opportunity to consult with the Employee's own counsel with respect to this Agreement.

20.5 Notwithstanding anything to the contrary contained elsewhere, the Company shall be entitled at all times to set off any amount owing at any time from the Employee against any amount payable at any time by the Company to the Employee pursuant to this Agreement.

20.6 The requirements and covenants of Clauses 8 *(Non-Disclosure of Confidential or Proprietary Information)*, 9 *(Intellectual Property Rights)*, 10 *(Non-Competition Restrictions and Non-Solicitation Restrictions)*, 14 *(Indemnities)*, 17 *(Severability)*, 18 *(Governing Law)*, 19 *(Dispute Resolution)*, and 20 *(Miscellaneous)* and such other clauses which by their nature survive termination, shall survive and continue in full force and effect after the termination of this Agreement.

21. Internship Period.

21.1 The internship period will be for the 1st 3 months.

21.2 Salary for the internship period i.e. for 1st 3 months will be **INR 12000.**

21.3 Salary for the training period i.e. 1st month will be held as training cost and released along with the 2nd month salary to the **Employee.**

22. Full time Employment.

22.1 The full time employment will start from the 4th Month.

IN WITNESS WHEREOF, EACH OF THE PARTIES HERETO HAS CAUSED THIS AGREEMENT TO BE DULY EXECUTED AND DELIVERED UNDER SEAL, BY ITS AUTHORIZED OFFICERS OR INDIVIDUALLY, AS OF THE DATE FIRST ABOVE WRITTEN.

EMPLOYEE:	COMPANY:
Name: ASRITHA GADDE	Name: Rahul Varma Title: CEO, Edupolis Education Technology Pvt. Ltd.(Unschool)

SCHEDULE 1

Remuneration breakup

- During the 1st 3 months, the employee is paid a base stipend of 12000 INR
- Refer below for the split-up of the salary structure for the full-time role (after the internship period) at Edupolis Education Technology Pvt Ltd. (Unschool).

Annexure

Automatic CTC Structure		
Particulars	Monthly	Annual
Basic Salary	7,000	84,000
House Rent Allowance	2,800	33,600
Phone & Internet	2,000	24,000
Any Specific allowance (2)	-	-
Any Specific allowance (3)	-	-
Special Allowance	639	7,668
Gross Salary	12,439	1,49,268
Provident Fund	1,157	13,884
ESIC	404	4,848
Gross Salary FIX	10,880	1,68,000
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	14,000	1,68,000
ESI Employee	93	1,119
PF Employee	1,157	
Professional Tax	-	
Take Home	11,189	

[* Subject to TDS deduction]

-Your CTC is Rs 1,68,000/-per annum as the fixed portion and +10,000 INR per month performance-based incentives for the operating year 2022-23 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

- Refer below for the split-up of the salary structure after completion of 6 months as an New Designation at Edupalis Education Technology Pvt Ltd. (Unschool).

Name	DOJ	Designation
ASRITHA GADDE	1st December 2022	Business Operations Executive

Automatic CTC Structure		
Particulars	Monthly	Annual
Basic Salary	14,400	1,72,800
House Rent Allowance	5,760	69,120
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	4,862	58,344
Gross Salary	**27,022**	3,24,264
Provident Fund	1,728	20,736
ESIC	-	-
Gross Salary FIX	**28,750**	**3,45,000**
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	28,750	3,45,000
ESI Employee	-	-
PF Employee	1,728	
Professional Tax	200	
Take Home	25,094	

(* Subject to TDS deduction)

Your CTC is Rs 3,45,000/- per annum as the fixed portion and 3LPA performance-based incentives for the operating year 2022-23 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

We hope you have a great learning experience with us and grow in the process of this role.

Thanking you.

Yours faithfully,

for Edupolis Education Technology Pvt Ltd (Unschool)

Rahul Varma
Co-Founder and CEO
Edupolis Education Technology Pvt Ltd. (Unschool)

Authorized Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above

Signed: Abridha Gadde

Date: 11/11/2022

Name: Abridha. Gadde

20H75A0416

unschool

EMPLOYMENT AGREEMENT

This **EMPLOYMENT Agreement** (this **"Agreement"**) is made and executed on this **7th Nov 2022** at Hyderabad (hereinafter referred to as the **"Effective Date"**).

By And Between

Edupolis Education Technology Private Limited, a company incorporated under the Companies Act, 2013 having CIN U72900TG2021PTC149055 and its registered office at Unschool, S2, CRESCENT TOWERS, PLOT -1018 PRAGATHI NAGAR, ABOVE KARUR VYSYA BANK, HYDERABAD TG 500090 IN, represented by one of its director Mr. Rahul Varma ("Company" or "Employer" which expression shall, where the context so admits, include its heirs, successors, executors and permitted assigns);

And

Kallepalli Likitha S/D/O Kallepalli Srinivas aged about **20** years and presently residing at **1-4-287/1,Beside lorry stand,RTC Workshop Road,Bhavanipuram,Vijayawada,Andhra Pradesh-520012** hereinafter referred to as the **"Employee"**, which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include his heirs, executors, administrators, permitted assigns and legal representatives).

WHEREAS:

A. In connection with the offer letter given by the Company date **1st Dec 2022**, the Company desires to employ the Employee and the Employee accepts the employment of the Company.

B. In order to more clearly define the relationship between the Company and Employee, the Company and Employee desire to execute this Agreement; and

C. The Company's engagement and continual employment of the Employee is conditioned upon the Employee's express acceptance of and adherence to the terms set forth in this Agreement.

The Company and the Employee shall hereinafter be collectively referred to as **"Parties"** and individually as **"Party"**.

Words of any gender are deemed to include those of the other gender such as "he" include "she".

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED AND OF THE MUTUAL BENEFITS HEREIN PROVIDED, THE COMPANY AND THE EMPLOYEE AGREE AS FOLLOWS:

Training & Placement Officer
DVR & Dr HS MIC College of Technology

3

movate™

Date: 30th Nov 2022

Dear Pulipati Sravya

Welcome to Movate Technologies Private Limited (hereinafter referred to as "Movate" / the "Company"). With reference to your discussions with us, we understand that you are the kind of person that we are looking for to play a key role in helping to drive the business toward achieving its market potential and with such understanding, we are pleased to extend an offer of employment on the terms and conditions asstated herein.

Upon your joining the Company, you would be designated as **Engineer Trainee-Networking**. Please read these Terms and Conditions and signify your acceptance by signing at the designated space below.

PRIMARY TERMS AND CONDITIONS:

1. Please be specifically informed that this offer of employment is a conditional offer letter given to you based on the interview(s) and tests (if any) attended by you as part of the campus hiring process of Movate. You would receive the final offer letter only upon you meeting the following conditions:

    a. you should complete a one hundred and twenty (120) hours of training under the Center of Excellence (CoE) initiative in your final year of your academic graduation.
    b. >=90% attendance in Virtual Interactive Learning and Training (VILT)
    c. Passing all training assessments with >80% threshold (upto 2 attempts would be provided to students for each module of training assessment. If you fail to clear in the first attempt, then you should clear all the training assessment modules in the second attempt. If you fail, you would not be considered eligible for final offer letter and recruitment process thereto.
    d. 90% Lab Utilization
    e. 90% E-Learning Completion
    f. you are passing in all subjects of your academic graduation with minimum 70% percentage and within the scheduled original course duration. .
    g. In case, if it emerges after you are joining the training program of Movate that you have a backlog of subjects under your academic graduation and have not passed through, you should ensure completing the same within the scheduled original course duration to be eligible for selection to Movate.
    h. You are completing and passing through necessary HR formalities, including but not limited to Background Verification.

2. Movate will have the absolute right and discretion to offer employment to you notwithstanding your successful completion of the training as stated in this conditional offer letter, you passing your academic degree qualification and you meeting the requisite standards specified by Movate. Further, you agree that Movate offering employment to you will be purely based on business requirements of Movate.

3. **You shall not be eligible for or paid any stipend** for the one hundred and twenty (120) hours of training that you undergo as part of the Center of Excellence initiative.

4. Please be specifically informed that this offer of employment is specific to projects that the Company may get from time to time from its existing or prospective clients, details of client and the project are confidential that shall be disclosed to you at the time of you joining the Company and subject to execution of appropriate Service Agreement, Confidentiality Agreement, and such other documents as part of on-boarding formalities.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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movate™

DECLARATION

1. I understand that I have been offered the conditional offer on the basis that the particulars furnished by me in my application, resume or any other document are factually correct. If, at any time before or after the start/commencement of the center of excellence training program, it transpires/ comes to the notice or brought to the knowledge that I/undersigned have made a false/in-correct statement (or have not disclosed a material fact) sought from undersigned which Movate relied in good faith to admit me for the CoE training program, my selection shall be rendered null and void ab initio and liable to be terminated forthwith without seeking any explanation or clarification. I fully agree that I will not be considered for any certifications provided by Movate.

2. I understand that I am expected to clear and to meet all the set performance evaluation criteria as may be decided by Movate from time to time, before I could be declared successful candidate to receive the final offer from Movate. I hereby agree and understand that if I don't clear all the assessments, I will be declared unsuccessful in the CoE training program, and no further attempt/ chance may be given to the undersigned, nor I the undersigned will have the right to question the correctness of the result declared by Movate. As a logical corollary, I will not be considered for absorption/ employment by with Movate.

3. I understand and agree that in case I absent myself without reporting or without proper reasons or decide to leave the CoE training program, I will not be considered for final offer and receive any certifications provided by Movate.

4. I understand and agree that my selection shall come to an end automatically, that too, without any notice and any time, in the eventuality if it is found that I have indulged in, including but not limited to, activities like dishonesty, disobedience, insubordination, revealing confidential material to any other party, misconduct or indiscipline. It is hereby understood and agreed that these instances are illustrative in nature and are not exhaustive. In such circumstances my conditional offer gets annulled, and I will not be considered for future employment with Movate and would not receive any certifications provided by Movate.

5. I understand that on joining Movate as an employee, I may be posted to any location within India, as per business requirements of Movate. I further understand that the decision taken by Movate in this regard would be final and binding on me.

6. I understand that Movate functions on a 24x7 work environment, and I am expected to work an average of 5 days a week or as per business requirements of Movate.

7. I understand on joining Movate as an Employee I must sign a "24-month service agreement" which will be effective, from my first day of employment onwards, with Movate.

8. I am aware that I should possess a personal laptop/Desktop and I should complete all the relevant training modules and lab exercises to become eligible for the final selection.

The undersigned accepts the above conditional employment offer, agrees that it contains the terms of employmentwith MOVATE, and that there are no other terms, expressed or implied, except the terms and conditions incorporated by reference herein-above. By accepting this conditional employment offer, the undersigned is acknowledging that no prior employment obligations or other contractual restrictions exist which preclude employment with MOVATE. It is further understood that this offer is confidential and disclosure outside of the undersigned's family or financial, accounting, and/or legal advisers may result in termination of employment or withdrawal of this offer.

Accepted:

Candidmate Signature **Date**

movate™

Annexure - 1 Salary Working				
Name:	**Pulipati Sravya**			
Designation:	**Engineer Trainee-Networking**		**Grade:**	**JL 18**
	Explanatory Notes		**Monthly**	**Annual**
Guaranteed Compensation				
Basic Pay	30%	On TGC	7,600	91,200
House Rent Allowance	50%	On Basic	3,800	45,600
Statutory Bonus	As per the Act		1,520	18,240
Special Allowance*	Balancing Component		10,613	127,360
Statutory Benefits				
Provident Fund (Employer Contribution)	As per the Act		1,800	21,600
Total Guaranteed Compensation (TGC)			**25,333**	**304,000**
Variable Compensation				
Variable Performance Pay (VPP)	5%	On CTC		16,000
Total Variable Compensation**				**16,000**
Gross Cost to Company (CTC)				**320,000**
Allowances				
Night Shift Allowance (US)	22 days		3,300	39,600
Total Allowances				**39,600**
Benefits				
Personal Accident Disability Cover				750,000
Accidental Death Cover				1,500,000
Group Term Life Insurance Cover				1,500,000
Employee Direct Linked Insurance Cover				705,000
Hospitalization Insurance for Self, Spouse & 2 Dependent children				200,000
Gratuity as per prevailing rules				
Leave Encashment upon exit up to	60 days	Basic		
Deductions				
Statutory Deductions like: - Provident Fund, ESIC, Labour Welfare Fund, Income Tax & Profession Tax - As per applicable rules				
*Special Allowance includes Flexi option - LTA, Meal Card and NPS Contribution				
**Tax Exemption on Flexi Option will be provided as per prevailing IT Rules on production of proofs.				
** As per current policy all variable payments are eligible to be paid only if on rolls as on date of payment.				
** Variable Performance Pay (VPP) will be paid twice in a year (i.e.) October and April based on the Individual and Company's performance.				

PLINTRON
Mobility Simplified

January 21, 2023

Mr. Nayeem Mahamamd.
5-324/1,
Jaggayyapet,
Andhra Pradesh

Mr. Nayeem Mahamamd,

Sub: Internship cum Placement Offer

We thank you for exploring career opportunities with Plintron.

You have successfully completed our initial selection process and we take great pleasure in offering you Internship Cum Placement in our organisation.

You could start your internship with us on 01-Mar-23, at our D.L.F. Chennai Office. You would be paid a stipend of Rs.10, 000/- p.m. during your internship.

Upon completion of your graduation, you would be absorbed in the permanent rolls of the organisation at an annualized compensation of Rs.350, 000/-. In addition to the above, you will be entitled to medical and gratuity benefits as per company policy.

We believe this offer represents the beginning of an exciting and satisfying career at Plintron and we will work together in building a world-class organization.

Wishing you the very best.

Yours Sincerely
For Plintron Mobility Solutions Pvt. Ltd,

K. N. Anand

K. N. Anand
Senior Vice President – Human Resource

Plintron Mobility Solutions Private Limited
Registered Office: Block 6, GKS Tech Park, Level 3, DLF IT SEZ, 1/124, Shivaji Gardens, Ramapuram, Chennai – 600 089, INDIA
www.Plintron.com
Phone: 044 64623242 I Fax: 044 42642536
CIN NO: U64204TN2010PTC076664

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Gmail

TNP MIC College <tnp@mictech.ac.in>

FACE Prep | Campus Recruitment - 2023 | Associate Trainer | DEVINENI VENKATA RAMANA & DR.HIMA SEKHAR MIC COLLEGE OF TECHNOLOGY

FACE Recruitments <recruitment@facepep.in>
To: TNP MIC College <tnp@mictech.ac.in>

Wed, Apr 26, 2023 at 6:52 PM

Dear Sir,

Greetings from FACE Prep!

PFB, the list of selected candidates for the role of Associate Trainer.

Name	Mail ID	College Name	Gender	Degree	Department
Bobburi SriDivya	sridobburi7891@gmail.com	DVR & Dr.HS MIC college of Technology	Female	B TECH	CSE
Cherishma Dameria	dameriacherishma@gmail.com	DVR & Dr.HS MIC college of Technology	Female	B.Tech	CSE
D.harika Marvani	harikaheart000@gmail.com	DVR & Dr.HS MIC college of Technology	Female	Btech	Ece
koteswaramma Madduru	koteswari191@gmail.com	DVR & Dr.HS MIC college of Technology	FEMALE	B.TECH	ECE
M.S.L.Sai Nohitha	mslsainohitha@gmail.com	DVR & Dr.HS MIC college of Technology	Female	B.Tech	Ece
Jhansiri Nakkanaboina	njhansiari@gmail.com	DVR & Dr.HS MIC college of Technology	Female	B. Tech	Computer Science and Engineering
Suprajs Potti	suprajshoney2408@gmail.com	DVR & Dr.HS MIC college of Technology	Female	BTech	Electronics and communication engineering
KONDAPALLI RAMYA	ramyaecab97@gmail.com	DVR & Dr.HS MIC college of Technology	Female	B.Tech	ECE

Their joining date will be on July 3, 2023
Base Location : Chennai
Offer letters will be shared to the candidates shortly.

Best Regards,

Srinivasan M
FACE Recruitment Team

FACE Prep

12, Lakshmi Nagar, Avinashi Road, Coimbatore - 641014 | Tel: 8667504572 | Email: | Website:

The information contained in this email and any attachments is confidential and may be subject to copyright or other intellectual property protection. If you are not the intended recipient, you are not authorised to use or disclose this information, and we request you to notify us by reply mail at email@facepep.in or telephone and delete the original message from your mail system.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

FACE Prep

A Unit of Focus 40 Career Education Pvt. Ltd

April 27, 2023

Ms. Bobburi SiriDivya
siribobburi7891@gmail.com
Candidate Id: CN20231046

Dear Bobburi SiriDivya,

Further to our interactions with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division.**

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

You will report to **Mr. Prasad C (Training Manager)** or anyone whom he may depute. Your date of joining will be **July 3, 2023.** Your base location will be **Chennai.**

The period from your joining date to your course completion will be treated as an Internship. During this period, you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance-based pay. In addition, you will be provided with other allowance up to **Rs.1500/-** and rent allowance of **Rs. 4,000/-** (Incase if you are not a permanent resident of **Chennai**). Your notice period during this period is 15 days. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate Trainer** with an Annual CTC of **Rs.3,06,000/-.** The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-400

FACE Prep

A Unit of Focus 4D Career Education Pvt. Ltd

April 27, 2023

Ms. Koteswaramma Madduru
koteswari191@gmail.com
Candidate Id: CN20231049

Dear koteswaramma Madduru,

Further to our interactions with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division.**

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

You will report to **Mr. Arun M (Training Manager)** or anyone whom he may depute. Your date of joining will be **July 3, 2023.** Your base location will be **Chennai.**

The period from your joining date to your course completion will be treated as an internship. During this period, you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance-based pay. In addition, you will be provided with other allowance up to **Rs.1500/-** and rent allowance of **Rs. 4,000/-** (incase if you are not a permanent resident of **Chennai**). Your notice period during this period is 15 days. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

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We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-492

FACE Prep

A Unit of Focus 4D Career Education Pvt. Ltd

April 27, 2023

Ms. KONDAPALLI RAMYA
ramyaecab97@gmail.com
Candidate Id: CN20231053

Dear KONDAPALLI RAMYA,

Further to our interactions with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division.**

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

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We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-450

FACE Prep

A Unit of Focus 40 Career Education Pvt. Ltd

April 27, 2023

Ms. Supraja Potti
suprajahoney2408@gmail.com
Candidate Id: CN20231052

Dear Supraja Potti,

Further to our interactions with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division.**

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

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We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19447

FACE Prep

A Unit of Focus 4D Career Education Pvt. Ltd

April 27, 2023

Ms. M.S.L.Sai Nohitha
msisainohitha@gmail.com
Candidate Id: CN20231050

Dear M.S.L.Sai Nohitha,

Further to our interactions with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division.**

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

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We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Training & Placement Officer
DVR & Dr. HS MIC College of Technology

19-413

FACE Prep

A Unit of Focus 4D Career Education Pvt. Ltd

April 27, 2023

Ms. D.harika bhavani
harikahaari000@gmail.com
Candidate Id: CN20231048

Dear D.harika bhavani,

Further to our interactions with you, we are pleased to offer you the position of **Associate Trainer** in our **Skill Development Division.**

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

You will report to **Mr. Prasad C (Training Manager)** or anyone whom he may depute. Your date of joining will be **July 3, 2023.** Your base location will be **Chennai.**

The period from your joining date to your course completion will be treated as an Internship. During this period, you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance-based pay. In addition, you will be provided with other allowance up to **Rs.1500/-** and rent allowance of **Rs. 4,000/-** (Incase if you are not a permanent resident of **Chennai**). Your notice period during this period is 15 days. Your performance during this Internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

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Your appointment will include a commitment of service for a period of **2 years** starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 5 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

MOLD-TEK
Technologies Limited

MTTL/HR/05/2023

Date: 25/05/2023

To
Mr.P.Mushraf khan,
H.No: 22-12, West Ibrahimpatnam
NTR District, Vijayawada
Andhra Pradesh -521456

Sub: - Offer of Employment

Dear Mr. P.Mushraf khan

1. With reference to your application and subsequent interview we've had with you, we are pleased to offer you an appointment in our organization as a " Trainee CAD Engineer - CE3 " with Mold-Tek Technologies Ltd. at Plot No.700, Road No.36, Jubilee Hills, Hyderabad 500 033.

2. Your employment with us will be governed by the terms and conditions as mentioned in your appointment letter. You need to sign a service agreement for a minimum period of 03(Three) years at the time of joining the service.

3. The appointment letter will be given to you on the date of joining. As part of the service conditions you need to submit us in original a Bank Guarantee for INR 1,00,000 Rupees on your date of joining with us, the bank guarantee has to be raised through any of the nationalized/scheduled banks.

4. Your joining date will be on July 3rd, 2023. Any change in the date of joining should be communicated to the HR Department in writing well in advance.

5. This offer is valid subject to your clearing of B. Tech CIVIL Engineering with an aggregate of 65% and above.

6. Please sign the acceptance of this offer as a token of your acceptance, mentioning the date of your joining in Mold-Tek.

We welcome you to Mold-Tek Technologies Ltd, and look forward to a long and mutually beneficial association.

We wish you all the best.

For Mold-Tek Technologies Ltd.

Rajeev Kumar Ch
GM-Human Resources

ACCEPTANCE

I hereby accept the offer of employment as _____ Vide Letter No _____ I will report for duty on or before _____

Signature of P.Mushraf khan _____

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19N71A0448.

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EFF/HRD/23-24/OFF/069

24-Mar-2023

TO,
MR. JONNALAGADDA SRIKANTH,
S/O J RAJA BABU
D.NO 4-33, MYLAVARAM,
CHANDRALA,
KRISHNA DISTRICT,
ANDHRA PRADESH-521230.

Dear **MR. JONNALAGADDA SRIKANTH,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

The Terms and Conditions of this offer are:

1. Your Training period would be for **Minimum Forty-Five days to Maximum Three months** starting from is **01-May-2023**, and you will be designated as **'Trainee'** till the completion of your probationary period.

2. You are required to serve the company for a period of **2.5 WORKING YEARS** excluding the Training period.

3. You are required to submit all your **Original Academic Certificates on the date of joining** and would be held with the company till the completion of your service agreement.

4. You are required to complete all the assignments given in the training period within the stipulated time period. In case of your inability to complete the given task, you will be eliminated from the training.

5. If your training period extends on administration grounds, extension of training depends on the discretion of management.

6. You are eligible for a stipend of **Rs.4000/- per month** during the training period and after the successful completion of Training Period, your **Gross Salary + Allowances** would be **Rs.22,703/- (Rs.12,753+Rs.9,950)** per month also **accommodation & travelling** will be given separately.

7. **Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Elltronics Systems Pvt. Ltd., as applicable to you and the changes therein from time to time.**

8. **As per the General Services Rules, you are entitled to one casual leave per month and other public holidays.**

Termination:

9. If the Trainee fails to prove himself during the Training period, the company has every right to terminate him at that stage itself.

10. If the Trainee wants to leave or discontinue the Training Voluntarily then he/she has to pay **Recruitment cost and Training cost** on pro-rate basis to the company.

11. At any time during the Training, if the Trainee is found to be **will fully non-performer** or guilty of fraud, dishonest, disobedient, disorderly behavior, negligence, indiscipline.

12. prolonged absence from duty without permission or any other conduct considered by us which affects the company's interest, your Training will be suspended at that stage itself, and the company has every right to recover the damages of training cost from you for the above said acts.

13. A detailed letter of Appointment will be issued to you, after the successful completion of the Training.

You are required to report at HR Department on **is 01-May-2023**, at 9 AM along with the following documents.

- All Original Academic Certificates.
- 5 Passport size photographs.
  For any further clarifications, Contact the **HRD Recruitment**.

For Elltronics Systems Pvt. Ltd.

Spurthi.D

(SPURTHI D)
HR MANAGER

ACCEPTANCE FORM

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate

20H75A0408

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EFF/HRD/23-24/OFF/099

24-Mar-2023

TO,
MR. KAKANI HEMANTH KUMAR,
S/O KAKANI SURYA NARAYANA,
D. NO 1-53, NAWABUPETA,
PENUGANCHIPROLU,
NTR DISTRICT,
ANDHRA PRADESH-521185.

Dear MR. KAKANI HEMANTH KUMAR,

Subject: Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of Trainee in Efftronics Systems Pvt Ltd. Your Scheduled date of joining is 01-May-2023 (Tentatively).

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, you are required to return this Offer of Appointment duly signed by you and your parents.

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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- 5 Passport size photographs.

For any further clarifications, Contact the **HRD Recruitment.**

For Efftronics Systems Pvt. Ltd.

Spurthi. D

(SPURTHI D)
HR MANAGER

ACCEPTANCE FORM

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate

20H75A0407.

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EFF/HRD/23-24/OFF/123 **20-Mar-2023**

TO,
MR. SURE GOPI KRISHNA,
S/O S NARASIMHA RAO,
1-43, GUDIMETLA,
CHANDRALAPADU,
NTR(DIST),
ANDHRA PRADESH-521182.

Dear **MR. SURE GOPI KRISHNA,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

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With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

90 H7 54 07

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- 5 Passport size photographs.

For any further clarifications, Contact the **HRD Recruitment.**

For Efftronics Systems Pvt. Ltd.

Spurthi D

(SPURTHI D)
HR MANAGER

ACCEPTANCE FORM

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate

20H75A0408

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EFF/HRD/23-24/OFF/122

20-Mar-2023

TO,
MR. BELLAMKONDA BULLI RAJA,
S/O B YESU BABU,
1-121, AMBARUPETA,
NANDIGAMA,
NTR(DIST),
ANDHRA PRADESH-521185.

Dear **MR. BELLAMKONDA BULLI RAJA,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

CIN: U51909AP1997PTC007584 | GST: 37AAACE4879Q1ZT

Training & Placement Officer
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9058 - LD5

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Continuation Sheet ...

The Terms and Conditions of this offer are:

1. Your Training period would be for **Minimum Forty-Five days to Maximum Three months** starting from is **01-May-2023**, and you will be designated as **"Trainee"** till the completion of your probationary period.
2. You are required to serve the company for a period of **2.5 WORKING YEARS** excluding the Training period.
3. You are required to submit all your **Original Academic Certificates on the date of Joining** and would be held with the company till the completion of your service agreement.
4. You are required to complete all the assignments given in the training period within the stipulated time period. In case of your inability to complete the given task, you will be eliminated from the training.
5. If your training period extends on administration grounds, extension of training depends on the discretion of management.
6. You are eligible for a stipend of **Rs.4000/- per month** during the training period and after the successful completion of Training Period, your **Gross Salary + Allowances** would be **Rs.22,703/- (Rs.12,753+Rs.9,950)** per month also **accommodation & travelling** will be given separately.
7. **Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Efftronics Systems Pvt. Ltd., as applicable to you and the changes therein from time to time.**
8. **As per the General Services Rules, you are entitled to one casual leave per month and other public holidays.**

Termination:

9. If the Trainee fails to prove himself during the Training period, the company has every right to terminate him at that stage itself.
10. If the Trainee wants to leave or discontinue the Training Voluntarily then he/she has to pay **Recruitment cost and Training cost** on pro-rate basis to the company.
11. At any time during the Training, if the Trainee is found to be **will fully non- performer** or guilty of fraud, dishonest, disobedient, disorderly behavior, negligence, indiscipline.

12. prolonged absence from duty without permission or any other conduct considered by us which affects the company's interest, your Training will be suspended at that stage itself, and the company has every right to recover the damages of training cost from you for the above said acts.

13. A detailed letter of Appointment will be issued to you, after the successful completion of the Training.

You are required to report at HR Department on is **01-May-2023**, at **9 AM** along with the following documents.

- All Original Academic Certificates.
- 5 Passport size photographs.

For any further clarifications, Contact the **HRD Recruitment.**

For Efftronics Systems Pvt. Ltd.

Spurthi.D

(SPURTHI D)
HR MANAGER

ACCEPTANCE FORM

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate

19H71A

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EFF/HRD/23-24/OFF/125

20-Mar-2023

20H75A0402.

TO,
MR. GORANTLA ANAND SAI KUMAR,
S/O G SREENIVASULU,
1-4-201/A, ORAVAKONDA,
ANANTAPUR(DIST),
ANDHRA PRADESH-575812.

Dear **MR. GORANTLA ANAND SAI KUMAR,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee in Efftronics Systems Pvt Ltd**.
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

The Terms and Conditions of this offer are:

1. Your Training period would be for **Minimum Forty-Five days to Maximum Three months** starting from is **01-May-2023**, and you will be designated as **"Trainee"** till the completion of your probationary period.

2. You are required to serve the company for a period of **2.5 WORKING YEARS** excluding the Training period.

3. You are required to submit all your **Original Academic Certificates on the date of joining** and would be held with the company till the completion of your service agreement.

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- 5 Passport size photographs.

For any further clarifications, Contact the **HRD Recruitment.**

For Efftronics Systems Pvt. Ltd.

Spurthi · D

(SPURTHI D)
HR MANAGER

ACCEPTANCE FORM

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate

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EFF/HRD/23-24/OFF/119

20-Mar-2023

TO,
MR. KURITI VENU,
S/O K SRINIVASA RAO,
24-17-12C, BAVAJIPETA,
VIJAYAWADA URBAN,
KRISHNA(DIST)
ANDHRA PRADESH-520003.

Dear MR. KURITI VENU,

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.** Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-4-23

The Terms and Conditions of this offer are:

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- All Original Academic Certificates.
- 5 Passport size photographs.

For any further clarifications, Contact the **HRD Recruitment.**

For Efftronics Systems Pvt. Ltd.

Spurthi D

(SPURTHI D)
HR MANAGER

ACCEPTANCE FORM

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate

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EFF/HRD/23-24/OFF/069 **24-Mar-2023**

TO,
MR. JONNALAGADDA SRIKANTH,
S/O J RAJA BABU
D.NO 4-33, MYLAVARAM,
CHANDRALA,
KRISHNA DISTRICT,
ANDHRA PRADESH-521230.

Dear **MR. JONNALAGADDA SRIKANTH,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/0141 **24-MAR-2023**

TO,
MR. SANAMURI VENKATA KRISHNA,
S/O. SANAMURI VENKATESWARLU,
76-8/G-5/4, CASSEROLE RESTAURANT ROAD,
OPPPOSITE RAMAKASTURI BHAI ENCLAVES,
BHAVANIPURAM, VIJAYAWADA,
ANDHRA PRADESH-521241.

Dear **MR. SANAMURI VENKATA KRISHNA,**

Subject: **Provisional Conditional Offer Letter as CDA-System Administrator Trainee In CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

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Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/0142 **24-MAR-2023**

TO,
MR. MASANAM KESAVA,
S/O. MASANAM RAJARAO,
FLAT NO:303, SRI VENKATESWARA RESIDENCY,
ATMAKUR, MANGALAGIRI
GUNTUR(DIST),
ANDHRA PRADESH-522503.

Dear **MR. MASANAM KESAVA,**

Subject: **Provisional Conditional Offer Letter as CDA-System Administrator Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee in Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

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With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/124

20-Mar-2023

19H71A0451

TO,
MR. EARLA VENKATA SAGAR,
S/O E NAGARAJU,
5-51, KRISHNAREDDY PALLI,
UDAYAGIRI,
NELLORE(DIST),
ANDHRA PRADESH-524226.

Dear **MR. EARLA VENKATA SAGAR,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

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With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-45

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Continuation Sheet ...

The Terms and Conditions of this offer are;

1. Your Training period would be for **Minimum Forty-Five days to Maximum Three months** starting from is **01-May-2023**, and you will be designated as **"Trainee"** till the completion of your probationary period.
2. You are required to serve the company for a period of **2.5 WORKING YEARS** excluding the Training period.
3. You are required to submit all your **Original Academic Certificates on the date of joining** and would be held with the company till the completion of your service agreement.
4. You are required to complete all the assignments given in the training period within the stipulated time period. In case of your inability to complete the given task, you will be eliminated from the training.
5. If your training period extends on administration grounds, extension of training depends on the discretion of management.
6. You are eligible for a stipend of **Rs.4000/-** per month during the training period and after the successful completion of Training Period, your **Gross Salary + Allowances travelling** will be given separately. **Rs.22,703/- (Rs.12,753+Rs.9,950)** per month also **accommodation &** will be given separately.
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8. **As per the General Services Rules, you are entitled to one casual leave per month and other public holidays.**

Termination:

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

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You are required to report at HR Department on is **01-May-2023**, at **9 AM** along with the following documents.

- All Original Academic Certificates.
- 5 Passport size photographs.

For any further clarifications, Contact the **HRD Recruitment.**

For Efftronics Systems Pvt. Ltd.

Spurthi.D

(SPURTHI D)
HR MANAGER

ACCEPTANCE FORM

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate

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DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/0140

24-MAR-2023

TO,
MR. CHELLU RAKESH,
S/O. CH MURALI MOHAN,
4-14, NEAR NEW SIVALAYAM,
THUMALAPALEM, IBRAHIMPATNAM,
VIJAYAWADA,
ANDHRA PRADESH-521241.

Dear **MR. CHELLU RAKESH,**

Subject: **Provisional Conditional Offer Letter as CDA-System Administrator Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee in Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

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We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/0101

24-Mar-2023

TO,
MR. MUKKIDI PEDDAIAH,
S/O M GIDDAIAH,
D.NO 3-94-3, GORANTLA,
KODUMURU,
KURNOOL DISTRICT,
ANDHRA PRADESH-522034.

Dear **MR. MUKKIDI PEDDAIAH,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.** Your Scheduled date of joining is **01-May-2023 (Tentatively).**

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Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/075

24-Mar-2023

TO,
MR. SHAIK FARUK GANI,
S/O SHAIK KARIMULLA,
D. NO 1-175E, PEDA KOMIRA,
THOTAMULA, GAMPALGUDEM,
KRISHNA DISTRICT,
ANDHRA PRADESH-521403.

Dear **MR. SHAIK FARUK GANI,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

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With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/063

24-Mar-2023

TO,
MR. KORRA SRINU,
S/O KORRA RANGA,
D.NO 2-146, CHANDRUPATLA,
VISSANNAPETA,
KRISHNA DISTRICT,
ANDHRA PRADESH-521125.

Dear **MR. KORRA SRINU,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee in Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

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With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi . D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/062

24-Mar-2023

TO,
MR. SHAIK NAGUL MEERA,
S/O SHAIK MAHABHUB SUBHANI,
D.NO 4-44, ALLURUPADU,
VATSAVAI, KRISHNA DISTRICT,
ANDHRA PRADESH-521190.

Dear **MR. SHAIK NAGUL MEERA,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

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With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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6. You are eligible for a stipend of **Rs.4000/- per month** during the training period and after the successful completion of Training Period, your **Gross Salary + Allowances** would be **Rs.22,703/- (Rs.12,753+Rs.9,950)** per month also **accommodation & travelling** will be given separately.

7. **Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Efftronics Systems Pvt. Ltd., as applicable to you and the changes therein from time to time.**

8. **As per the General Services Rules, you are entitled to one casual leave per month and other public holidays.**

Termination:

9. If the Trainee fails to prove himself during the Training period, the company has every right to terminate him at that stage itself.

10. If the Trainee wants to leave or discontinue the Training Voluntarily then he/she must pay **Recruitment cost and Training cost** on pro-rate basis to the company.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

11. At any time during the Training, if the Trainee is found to be **will fully non-performer** or guilty of fraud, dishonest, disobedient, disorderly behavior, negligence, indiscipline.

12. prolonged absence from duty without permission or any other conduct considered by us which affects the company's interest, your Training will be suspended at that stage itself, and the company has every right to recover the damages of training cost from you for the above said acts.

13. A detailed letter of Appointment will be issued to you, after the successful completion of the Training.

You are required to report at HR Department on is **01-May-2023**, at **9 AM** along with the following documents.

- All Original Academic Certificates.
- 5 Passport size photographs.

For any further clarifications, Contact the **HRD Recruitment.**

For Efftronics Systems Pvt. Ltd.

Spurthi . D

(SPURTHI D)
HR MANAGER

ACCEPTANCE FORM

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate

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EFF/HRD/23-24/OFF/118

20-Mar-2023

TO,
MR. SAYYAD ABDULLA,
S/O S IBRAHIM,
11-76, CHANDAMAMPETA,
NANDIGAMA,
KRISHNA(DIST)
ANDHRA PRADESH-521185.

Dear MR. SAYYAD ABDULLA,

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi · D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-4-58

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Continuation Sheet ...

The Terms and Conditions of this offer are:

1. Your Training period would be for **Minimum Forty-Five days to Maximum Three months** starting from is **01-May-2023**, and you will be designated as **"Trainee"** till the completion of your probationary period.

2. You are required to serve the company for a period of **2.5 WORKING YEARS** excluding the Training period.

3. You are required to submit all your **Original Academic Certificates on the date of Joining** and would be held with the company till the completion of your service agreement.

4. You are required to complete all the assignments given in the training period within the stipulated time period. In case of your inability to complete the given task, you will be eliminated from the training.

5. If your training period extends on administration grounds, extension of training depends on the discretion of management.

6. You are eligible for a stipend of **Rs.4000/- per month** during the training period and after the successful completion of Training Period, your **Gross Salary + Allowances** would be **Rs.22,703/- (Rs.12,753+Rs.9,950)** per month also **accommodation & travelling** will be given separately.

7. **Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of Efftronics Systems Pvt. Ltd., as applicable to you and the changes therein from time to time.**

8. **As per the General Services Rules, you are entitled to one casual leave per month and other public holidays.**

Termination:

9. If the Trainee fails to prove himself during the Training period, the company has every right to terminate him at that stage itself.

10. If the Trainee wants to leave or discontinue the Training Voluntarily then he/she has to pay **Recruitment cost and Training cost** on pro-rate basis to the company.

11. At any time during the Training, if the Trainee is found to be **will fully non- performer** or guilty of fraud, dishonest, disobedient, disorderly behavior, negligence, indiscipline.

12. prolonged absence from duty without permission or any other conduct considered by us which affects the company's interest, your Training will be suspended at that stage itself, and the company has every right to recover the damages of training cost from you for the above said acts.

13. A detailed letter of Appointment will be issued to you, after the successful completion of the Training.

You are required to report at HR Department on is **01-May-2023**, at **9 AM** along with the following documents.

- All Original Academic Certificates.
- 5 Passport size photographs.

For any further clarifications, Contact the **HRD Recruitment.**

For Efftronics Systems Pvt. Ltd.

Spurthi.D

(SPURTHI D)
HR MANAGER

ACCEPTANCE FORM

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate

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EFF/HRD/23-24/OFF/114 **20-Mar-2023**

TO,
MR. TODETI BHAGYA RAJU,
S/O T SRINIVASA RAO,
2-61, MUKKAPADU,
UNGUTURU,
KRISHNA(DIST),
ANDHRA PRADESH-521109.

Dear **MR. TODETI BHAGYA RAJU,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd**. Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/116 **20-Mar-2023**

TO,
MR. JADDU GANESH,
S/O J JAGANNADHAM,
32-15/2-3, VISALANDHRA ROAD,
CHUTTUGUNTA,
VIJAYAWADA,
ANDHRA PRADESH-520004.

Dear **MR. JADDU GANESH,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee in Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

LE 2-3

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EFF/HRD/23-24/OFF/1 26

20-Mar-2023

TO,
MR. VALLEPU KOTESW/ ARA F AO,
S/O V BALARAJU,
1-3/4-199, 4 PILLAR CE NTER
VIDHYADHARPURAM,
VIJAYAWADA,
ANDHRA PRADESH-520 012.

Dear MR. VALLEPU KOT ESW/ RA RAO,

Subject: Provisional Con ditio al Offer Letter as Solution Support Engineer Trainee in CS Department.

Further to your applicatio n for mployment with us, and the subsequent selection process, we are pleased to offer yo u the osition of Trainee in Efftronics Systems Pvt Ltd. Your Scheduled date of jo ining s 01-May-2023 (Tentatively).

Herewith, we include the Term & Conditions of your appointment. After reading the terms & conditions, you are rec uire to return this Offer of Appointment duly signed by you and your parents.

We welcome you to Effto onics family, looking forward to a long and mutually benefited association.

Note: The above offer will be co firmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems P vt Lt ,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
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EFF/HRD/23-24/OFF/0105 **24-Mar-2023**

TO,
MR. CHINTALA DEEPAK SRINIVAS,
S/O CHINTALA MURALI KRISHNA,
BLOCK NO. HI-1, GF-8,
VAMBAY COLONY, AJITHSINGH NAGAR,
VIJAYAWADA, NTR DISTRICT,
ANDHRA PRADESH-520015.

Dear **MR. CHINTALA DEEPAK SRINIVAS,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee In CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
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EFF/HRD/23-24/OFF/0100 **24-Mar-2023**

TO,
MR. KOTHURI SAMPATH KUMAR,
S/O KOTHURI CHANDRA SEKHAR,
D.NO 65, BOMBAY COLONY,
AJITH SINGH NAGAR,
VIJAYAWADA, KRISHNA DISTRICT,
ANDHRA PRADESH-520015.

Dear **MR. KOTHURI SAMPATH KUMAR,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee in Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/073 **24-Mar-2023**

TO,
MR. GUNJA BHANU LAKSHMAN,
S/O GUNJA JARAMJI KALIDAS,
FLAT:13-474/1, KL RAO COLONY,
TADEPALLI,
GUNTUR DISTRICT,
ANDHRA PRADESH-522501.

Dear **MR. GUNJA BHANU LAKSHMAN,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee in Efftronics Systems Pvt Ltd.**
Your Scheduled date of Joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
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EFF/HRD/23-24/OFF/0107

24-Mar-2023

TO,
MR. TUMMALA SAI TEJA,
S/O TUMMALA VENKATESWARLU,
D.NO 42-9-27, BLOCK NO 31,
AJITHSINGH NAGAR,
VIJAYAWADA, NTR DISTRICT,
ANDHRA PRADESH-521180.

Dear **MR. TUMMALA SAI TEJA,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of Trainee in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi . D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
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EFF/HRD/23-24/OFF/064 **24-Mar-2023**

TO,
MR. GUGULOTHU PAVAN KUMAR,
S/O GUGULOTHU TULASI R/O,
D.NO 2-2-12, MAIN ROAD,
PONDUGALA, THANDA,
MYLAVARAM, KRISHNA DISTRICT,
ANDHRA PRADESH-521230

Dear **MR. GUGULOTHU PAVAN KUMAR,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

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EFF/HRD/23-24/OFF/117

20-Mar-2023

TO,
MR. BATTULA HARISH,
S/O B RAMARAO,
41-11-6, KRISHNALANKA,
VIJAYAWADA,
ANDHRA PRADESH-520013.

Dear **MR. BATTULA HARISH,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.** Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
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EFF/HRD/23-24/OFF/115 **20-Mar-2023**

TO,
MR. MUNGARA SYAM PAVAN,
S/O M VENKATA VEERA BABU,
7-114, MALLAVOLU,
GUDURU,
KRISHNA(DIST),
ANDHRA PRADESH-521162.

Dear **MR. MUNGARA SYAM PAVAN,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi. D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

12. prolonged absence from duty without permission or any other conduct considered by us which affects the company's interest, your Training will be suspended at that stage itself, and the company has every right to recover the damages of training cost from you for the above said acts.

13. A detailed letter of Appointment will be issued to you, after the successful completion of the Training.

You are required to report at HR Department on is **01-May-2023**, at **9 AM** along with the following documents.

- All Original Academic Certificates.
- 5 Passport size photographs.

For any further clarifications, Contact the **HRD Recruitment.**

For Efftronics Systems Pvt. Ltd.

Spurthi. D

(SPURTHI D)
HR MANAGER

ACCEPTANCE FORM

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this letter as a token of my accepted employment with the company and the terms and conditions set out in this letter.

Date:

Place:

Signature of Parent/ Guardian

Signature of candidate

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EFF/HRD/23-24/OFF/0144 **24-MAR-2023**

TO,
MR. SAMUNURI GANESH,
S/O. S VENKATA SIVA NAGARAJU,
8-9-24, MAHALAKSHM TEMPLE STREET,
WYNCHIPET,
VIJAYAWADA,
ANDHRA PRADESH-520001.

Dear **MR. SAMUNURI GANESH,**

Subject: **Provisional Conditional Offer Letter as CDA-System Administrator Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
Dr. B. R. Ambedkar Institute of Technology

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EFF/HRD/23-24/OFF/121

20-Mar-2023

TO,
MR. LAVUDIYA MAHENDRA,
S/O L VENKATESWARLU,
6-813/29B, DAANGE NAGAR,
JAGGYYAPET,
NTR(DIST),
ANDHRA PRADESH-521175.

Dear **MR. LAVUDIYA MAHENDRA,**

Subject: **Provisional Conditional Offer Letter as Solution Support Engineer Trainee in CS Department.**

Further to your application for employment with us, and the subsequent selection process, we are pleased to offer you the position of **Trainee** in **Efftronics Systems Pvt Ltd.**
Your Scheduled date of joining is **01-May-2023 (Tentatively).**

Herewith, we include the Terms & Conditions of your appointment. After reading the terms & conditions, **you are required to return this Offer of Appointment duly signed by you and your parents.**

We welcome you to Efftronics family, looking forward to a long and mutually benefited association.

Note: The above offer will be confirmed only after MEDICAL PHASE CLEARANCE.

With Regards,
For Efftronics Systems Pvt Ltd,

Spurthi.D

(SPURTHI D)
HR MANAGER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

4

SightPlan
A SmartRent Company

Mar 27, 2023

Adisurya Jidugu
adisuryajidugu941@gmail.com

Dear Adisurya,

We are pleased to extend you this offer to join SightPlan India Private Limited -- as Implementation Associate. Speaking for myself and other members of the Company's management team, we are all pleased to have you as a permanent member of our team in India. This letter officially confirms the offered terms of employment.

As "Implementation Associate" you will be responsible for onboarding new properties for SightPlan and making sure all of the checklists are appropriately followed to complete the setup of the properties. You will report to the "Implementation Coordinator" or "Implementation Manager".

You agree to the best of your ability and experience that you will at all times loyally and conscientiously perform all of the duties and obligations required of and from you pursuant to the express and implicit terms hereof, and to the reasonable satisfaction of the Company. During the term of your contract, you further agree that you will devote all of your business time and attention to the business of the Company, the Company will be entitled to all of the benefits and profits arising from or incident to all such work services and advice, you will not render commercial or professional services of any nature to any person or organization, whether or not for compensation, without the prior written consent of the Company's Board of Directors, and you will not either during the term of your employment or for one year thereafter directly or indirectly (i) engage or participate in any business that is competitive in any manner with the business of the Company or (ii) solicit, induce, recruit, or encourage any of the Company's employees or consultants to terminate their relationship with the Company, or attempt to solicit, induce, recruit, encourage, or take away employees or consultants of the Company for any other person or entity. Nothing in this letter agreement will prevent you from - accepting speaking or presentation engagements in exchange for honoraria or from serving on boards of charitable organizations, or from owning no more than one percent (1%) of the outstanding equity securities of a corporation whose stock is listed on a national stock exchange.

Start Date. This agreement will begin effective from the date of your joining, but no later than May 02, 2023.

Compensation. You will be paid a gross annual compensation of 2,50,000 INR, and will be structured as per the attached Annexure -- A. We will direct deposit funds electronically to the local bank account of your choice. It includes allowances and statutory benefits and will be structured in accordance with SightPlan policies.

Confidentiality of Terms. You agree to follow the Company's strict policy that employees must not disclose, either directly or indirectly, any information, including any of the terms of this agreement, regarding salary, bonuses, to any person, including other employees of the Company; provided, however, that you may discuss such terms with members of your

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DVR & Dr HS MIC College of Technology

Annexure A

Compensation Structure in INR

	Per Month	Per Annum
Basic	10,416.67	125,000.00
HRA	4,166.67	50,000.00
Conveyance	1,600.00	19,200.00
Food Allowance	1,000.00	12,000.00
Medical Allowance	1,000.00	12,000.00
Telephone & Internet Allowance	500.00	6,000.00
Petrol Allowance	500.00	6,000.00
Health Checkup Allowance	500.00	6,000.00
Special Allowance	1,150.00	13,800.00
Total Fixed Salary*	20,833.33	2,50,000.00

**Total Fixed Salary will be subject to Provident Fund, Professional Tax and other statutory deductions as applicable*

Annexure B

1. One set Photocopies of all academic and employment certificates
2. Photocopy of your passport
3. 2 passport size photographs
4. Photocopy of PAN
5. Provisional Form 16 from previous employer

OFFER LETTER

Date: 01/03/2023.

To,

Ms. G. Lakshmi Tanuja,

In continuation of our discussions on possible employment with M/s Godavari Krishna Co-Op Society Limited – Vijayawada, we are pleased to make you an offer as **Web Developer,** initially based at **HEAD OFFICE** as per the terms fixed in the Appointment letter and Duty list. Your complete offer and duty list shall be released within or completion of 45 days of employment with Godavari Krishna Co-Operative Society Limited.

Your fixed remuneration will be INR 21,000 /- (in words Rupees **Twenty-One Thousand only**) per month and INR 2,52,000/- (in words Rupees **Two Lakhs – Fifty-Two Thousand** only) per annum.

(Your remuneration details are attached in Annexure – 1 for your reference).

It is mandatory to achieve your monthly set target of business given by your superior, to justify your monthly fixed pay. Your career with us is based on your performance and achievement of the set business goals and Objectives of the Organization. As discussed with you during your interview, your 'Salary / Position' or maybe 'both' will be revised after the first 6 months after you join, such revision shall be purely based on the level of your performance in these first 6 months.

If the Employee wants to resign from their duties/job role within One year of their service in such case the Employee has to serve three months of Notice Period or has to pay three months of their Salary to the Society.If the Employee wants to resign from their duties/job role after one year of their service in such case the Employee has to serve two months of Notice Period or has to pay two months of their Salary to the Society.

Your detailed appointment letter will be processed post-completion of your joining formalities. At the time of joining, you are advised to carry your true copies of all your credentials along with the list of documents mentioned below.

You have to submit the following details for generating your employment with the Society.

Documents required:	
➢ Aadhaar Card & PAN Card ➢ 8 Pass Port Size Photos [White Back Ground] ➢ Date of Birth Certificate ➢ Community / Residence and Nativity Certificate. ➢ Academic Certificates: ➢ SSC, Inter, Degree & PG if any ➢ PoliceVerification Certificate (45 Days will be given to obtaining this certificate and can be obtained through E Seva)	➢ Previous Employment Offer Letter ➢ Promotion Letters ➢ Salary Hike Letters ➢ Pay Slips: latest 3 months and Salary Account statement ➢ Relieving Letter ➢ Physical fitness certificate by Govt. physician.

(You should submit these details within 7 days from the date of receipt of this OFFER.) Once you accept to join, you need to attend a training Program for 7 days.

Please revert with your acceptance of the offer within three working days claiming your acceptance of the OFFER with M/s Godavari Krishna Co-op Society Limited – Vijayawada.

If you fail to send any reply within 3 days, this offers stands cancelled.

We look forward to working with you.

With Regards,

(Chairman)

Training & Placement Officer
DVR & Dr HS MIC College of Technology

5

Hr - Aaradhy Cloud Solutions - Neelima
last seen today at 4:53 am

Aaradhya Cloud Solutions Student Information.xlsx
1 page • XLSX • 9 kB
6:33 am

Like this send details of your students who got selected sir 6:34 am

Ok mudam 6:39 am

If you want to leave the group you can sir 9:16 pm

11/05/2023

Hr - Aaradhy Cloud Solutions - Neelima
Aaradhya Cloud Solutions Student Information.xlsx • 1 page

Did not recieved final students list please send sir 11:55 am

Aaradhya Cloud Solutions Students Information.xlsx
XLSX • 12 kB
12:04 pm

Thank sir 12:06 pm

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Madam, completed 9:20 pm ✓✓

Ok 9:26 pm

Shareena bhanu
Gogireddy gayatri
Kollepalli likitha
Bobburi siri divya
M sushmitha srivalli
Selected
Siva
Vardini
Rescheduled interview
Tommarow 1 to 2pm 10:48 pm

Siva and vardini tell them to speak well
10:48 pm

4 May 2023

meet.google.com
https://meet.google.com/oyb-cgva-kwc
meet.google.com

Good Morning Madam,

We have sent mail to all students.
Interview schedule

Student Name Time Slot

173 655#

9:26 am

Vardhini selected 8:58 pm

Thank you madam 9:19 pm

10 May 2023

Forwarded

Aaradhya Cloud Solutions Student Information.xlsx

1 sheet • 9.3 kB • XLSX

6:33 am

Like this send details of your students who got selected sir 6:34 am

Ok madam 6:39 am

If you want to leave the group you can sir 9:16 pm

11 May 2023

Hr - Aaraadhy Cloud Solutions - Neelima

Aaradhya Cloud Solutions Student Information.xlsx (1 sheet)

5

Aaradhya Cloud Solutions Selected Students List

S.NO	1. Name	2. Date of Birth	3. Gender	4. Mobile Number	5. Branch	6. Location	7. Email ID
1	Kallepalli Likitha	13-04-2002	Female	6305668421	ECE	Vijayawada	likithakallepalli018@gmail.com
2	Susarla Sri Vardhani	3/2/2002	Female	9059851270	CSE	Nandigama	susarlasrivardhani2018@gmail.com
3	Bobburi SiriDivya	4/12/2002	Female	7386080753	CSE	Mylavaram	siribobburi7891@gmail.com
4	Gogireddy Gayathri	3/9/2002	Female	8639410703	CSE	Vijayawada	gogireddy.gayathri2002@gmail.com
5	Shaik Shareena Bhanu	10/25/2001	Female	9182460481	CSE	Vijayawada	shaikshareenabhanu7866@gmail.com
6	M.Susmitha srivalli	9/13/2000	Female	8074042128	MCA	Vijayawada	susmithasrivallimahankali@gmail.com

TNP MIC College <tnp@mictech.ac.in>

Incor Infrastructure Pvt Ltd., Campus drive select List-Dt.04.01.2023

1 message

CHANDIKA V V D SREEKANTH <sreekanth.cvvd@diet.ac.in>
To: "tnp@mictech.ac.in" <tnp@mictech.ac.in>

Mon, Jul 3, 2023 at 10:14 AM

Dear Sir,

Greetings of the Day.

I am herewith forwarding the details of final selected students from DVR & Dr.HS MIC College of Technology for "**Incor Infrastructure Pvt Ltd**" pool campus drive held in our campus on 04.01.2023 as shared by HR Ms.Arunima..

1. Patan Mushraf Khan 6303701741 nagaaparna51@gmail.com
2. Chandu Ram Sai 9492287905 chanduramsai550@gmail.com

Thank you.
Regards,

Dr.Sreekanth CVVD
Dean-Training, Placements & Career Guidance Cell,
Dhanekula Institute of Engineering & Technology,
Ganguru, VIJAYAWADA - 521139.
Andhra Pradesh
Mobile: 9346242525
Email: sreekanth.cvvd@diet.ac.in
www.diet.ac.in

Training & Placement Officer
DVR & Dr HS MIC College of Technology

QSpiders 2023 Batch!!! Incubation Final Selection List

TNP MIC College <tnp@mictech.ac.in>

devikarani.l@qspiders.com <devikarani.l@qspiders.com>
To: tnp@mictech.ac.in
Cc: rjhansitri@gmail.com, maheshwarun761@gmail.com, upendraravula5@gmail.com, damerlacharishma@gmail.com, lavanyakamatham19@gmail.com, swaroopayamanaeti2001@gmail.com, dewiyasawi.vemula@gmail.com, mallesh.a123@gmail.com, imrsneeamd@gmail.com, lekahnideekshitha2002@gmail.com, aarthathenneru121106@gmail.com, geethashree.r@qspiders.com, supriya.l@qspiders.com

Mon, Feb 13, 2023 at 4:37 PM

Hello Sir/Mam,

Good Evening

We are happy to announce the Final Selects for Incubation [Free Training & Placement] of 2023 Batch from your college.

We heartily congratulate students for getting placed & we officially welcome all the selected students to QSpiders.

Below mentioned students in the offer letter are the Final selects & Please communicate the same with students & we will post you the date of Joining ASAP.

Qspiders Campus Connect

A Unit of Test Yantra Software Solutions India Pvt Ltd

INCUBATION OFFER LETTER

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Dear Sir,

Date:

We are happy to inform you that Below Students from your college DVR & Dr. HS MIC College of Technology AP been Selected in our Incubation Screening Drive.

Candidate Name	Mobile Number	Email ID	Degree	Degree stream	Degree college	Status
Jaswanth Nakkanaboina	8281385682	rjhansitri@gmail.com	BTech	Computer Science(CS)	DVR & Dr. HS MIC College of Technology AP	Selected
kaminend mahesh varun	6374693469	maheshwarun761@gmail.com	BTech	Mechanical(ME)	DVR & Dr. HS MIC College of Technology AP	Selected
Upendra Ravula	6385468859	upendraravula5@gmail.com	BTech	Electrical & Electronics(EEE)	DVR & Dr. HS MIC College of Technology AP	Selected
Cherishma Damerla	7013965775	damerlacherishma@gmail.com	BTech	Computer Science(CS)	DVR & Dr. HS MIC College of Technology AP	Selected
Lavanya	8281988548	lavanyakamatham19@gmail.com	BTech	Information Technology	DVR & Dr. HS MIC College of Technology AP	Selected

19H71A0402

unschool

EMPLOYMENT AGREEMENT

This EMPLOYMENT Agreement (this **"Agreement"**) is made and executed on this **7th Nov 2022** at Hyderabad (hereinafter referred to as the **"Effective Date"**).

By And Between

Edupolis Education Technology Private Limited, a company incorporated under the Companies Act, 2013 having CIN U72900TG2021PTC149055 and its registered office at Unschool, 52, CRESCENT TOWERS, PLOT -1018 PRAGATHI NAGAR, ABOVE KARUR VYSYA BANK, HYDERABAD TG 500090 IN, represented by one of its director Mr. Rahul Varma ("Company" or "Employer" which expression shall, where the context so admits, include its heirs, successors, executors and permitted assigns);

And

THANNERU ASRITHA S/D/O THANNERU SURYANARAYANA aged about **20** years and presently residing at **5-183,sundaralah nagar ,wyra,Khammam,Telangana,507165** hereinafter referred to as the "Employee", which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include his heirs, executors, administrators, permitted assigns and legal representatives).

WHEREAS:

A. In connection with the offer letter given by the Company date **1st Dec 2022**, the Company desires to employ the Employee and the Employee accepts the employment of the Company.

B. In order to more clearly define the relationship between the Company and Employee, the Company and Employee desire to execute this Agreement; and

C. The Company's engagement and continual employment of the Employee is conditioned upon the Employee's express acceptance of and adherence to the terms set forth in this Agreement.

The Company and the Employee shall hereinafter be collectively referred to as **"Parties"** and individually as **"Party"**.

Words of any gender are deemed to include those of the other gender such as "he" include "she".

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED AND OF THE MUTUAL BENEFITS HEREIN PROVIDED, THE COMPANY AND THE EMPLOYEE AGREE AS FOLLOWS:

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Swaroopa Yarramsetti	7207658249	swaroopay...ramsetti2001@gmail.com	BTech	Computer Scie... (CS)	DVR & Dr. HS MIC College of Technology AP	Selected
Devi Yaseswi Vamsia	6522943833	devilyasaswi.vamsia@gmail.com	BTech	Information Technology	DVR & Dr. HS MIC College of Technology AP	Selected
Akhila Mallisetti	8639152727	mallisetti.a123@gmail.com	BTech	Electronics & Communication(E&C)	DVR & Dr. HS MIC College of Technology AP	Selected
Mohammad Imran	7893794364	imraneeemd@gmail.com	BTech	Electrical & Electronics(EEE)	DVR & Dr. HS MIC College of Technology AP	Selected
Ballmsi Lakshmi Deekshitha	9347424457	lakshmideekshitha2002@gmail.com	BTech	Information Technology	DVR & Dr. HS MIC College of Technology AP	Selected
saritha	8639274246	sarithathaneru121106@gmail.com	BTech	Electronics & Communication(E&C)	DVR & Dr. HS MIC College of Technology AP	Selected

NOTE:

- We do not charge for the complete training which takes 3 months
- We do not charge you for any interviews and placement activity conducted at our end.
- The training includes Software Testing/Software Development & General Aptitude.
- On successful completion of their training they will be awarded with course completion Certificate
- No other programs are included in the training module

RULES:

Following rules to be followed for placement activities:

- You should have 90% attendance in class room / practical session
- Should be ready to relocate to different cities for job / interviews (Bangalore, Chennai, Hyderabad, Pune and Delhi)
- Complete the given assignments in time.
- Give everyday presentation
- Bring this offer letter on the first day of reporting with all semester marks cards, 10th 12thPUC & Degree[Till Now],1 Govt ID proof & 2 passport size photo.

This letter is valid only on respective date of joining only. If you join on any other date, free training will not be valid. You may have to pay the fees.

Thank & Regards

QSpiders Campus Connect Team.

For Selected students anything in further information or Query contact only on below numbers according to college State/Location

-AP/Telangana-6081922986/7618721220/9867795873

[Note- This mail is a final confirmation of your selection, No Commercials involved & students while reporting we take a printshow the mail confirmation to the respective concerns @ QSpiders]

Spiders JSpiders
Training & Development Center

Thanks & Regards,

L Davika Rani Sheika
Business Manager

Dear Sir,

We are happy to inform you that Below Students from your college DVR & DHS MIC College of Technology, Vijayawada – MCA Selected in our Incubation Screening Drive.

Candidate Name	Email ID	Master Degree	Master Degree YOP	Status
Ajay Kumar	jeebuajaykumar9@gmail.com	MCA	2023	Selected
Basava Manikanta Bade	badebasavamanikanta@gmail.com	MCA	2023	Selected
V.Yeswanth Kumar	vyeswanth2242@gmail.com	MCA	2023	Selected
saikumar	Saikumar14sep18@gmail.com	MCA	2023	Selected
Raghavendra reddy chereddy	chereddyraghavendrareddychintu@gmail.com	MCA	2023	Selected
Likith Sai Bikkina	b.sailikith@gmail.com	MCA	2023	Selected
RUBEN	rubenmuppalla7010@gmail.com	MCA	2023	Selected
krishna vamsi	vamsikrishna53150@gmail.com	MCA	2023	Selected
Durgarao valasapalli	durgaraovalasapalli2264@gmail.com	MCA	2023	Selected
Sai Varsha Nannapaneni	nannapanenivarsha@gmail.com	MCA	2023	Selected

NOTE:

- We do not charge for the complete training which takes 3 months
- We do not charge you for any interviews and placement activity conducted at our end.
- The training includes **Software Testing/Software Development & General Aptitude.**
- On successful completion of their training they will be awarded with course completion Certificate
- No other programs are included in this training module

RULES:

Following rules to be followed for placement activities:

- You should have 90% attendance in class room / practical session
- Should be ready to relocate to different cities for job / interviews (Bangalore, Chennai, Hyderabad, Pune and Delhi)

Training & Placement Officer
DVR & Dr HS MIC College of Technology

6

KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Vivek Eemani,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

TERMS AND CONDITIONS

1. Completion of the Dream factory 2023 program is mandatory before the deadline as this is a prerequisite for the validity of this CSR offer.

2. To be eligible for the CSR program offer, the Trainee must agree to comply with all of KodNest's policies and procedures. It is also crucial to acknowledge that failure to accept this offer within 15 days will result in the Trainee forfeiting their seat and no longer being eligible for the program.

Address
CPR Tower, 4th & 5th Floor, above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

Phone
+91 8095 000 123

E-mail
hello@kodnest.com

Website
www.kodnest.com

Training & Placement Cell
DVR & Dr HS MIC College of Technology

Confidentiality policy

- All documents provided by the company must be kept confidential except in the case of legal advice.

Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

List of documents copies to be submitted while reporting at KodNest and now you can reply back to the same email by replying I accept the offer if you accept it.

1. Education provisional certificate and mark sheets of the highest qualification degree / professional qualification.

2. One (1) passport-size photograph.

3. Copy of the PAN (permanent account number) Card, self-attested.

4. Any Govt ID Proof - One copy.

KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

venkata siva vattikuti,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Confidentiality policy

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Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

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KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Vaishnavi Nalajala,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Confidentiality policy

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Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

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KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Srujana Kapa,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

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Training & Placement C
DVR & Dr HS MIC College of Technology

Confidentiality policy

- All documents provided by the company must be kept confidential except in the case of legal advice.

Regards,

Akash Panday
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

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KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Shareena Bhanu Shaik,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Confidentiality policy

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Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

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KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

SRI NAGA SOWJANYA ALLADA,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Confidentiality policy

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Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

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KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Shaik Sameera Suhel,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

Confidentiality policy

- All documents provided by the company must be kept confidential except in the case of legal advice.

Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

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KodNest

KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bangaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Naveensai Anumolu,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bangaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

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Address
CPR Tower, 4th & 5th Floor, above Reliance Fresh,
Stage 2, BTM Layout, Bangaluru, Karnataka 560076

Phone
+91 8095 000 123

E-mail
hello@kodnest.com

Website
www.kodnest.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Confidentiality policy

- All documents provided by the company must be kept confidential except in the case of legal advice.

Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

List of documents copies to be submitted while reporting at KodNest and now you can reply back to the same email by replying I accept the offer if you accept it.

1. Education provisional certificate and mark sheets of the highest qualification degree / professional qualification.
2. One (1) passport-size photograph.
3. Copy of the PAN (permanent account number) Card, self-attested.
4. Any Govt ID Proof - One copy.

19-449

KodNest

KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Srujana Kapa,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

TERMS AND CONDITIONS

1. Completion of the Dream factory 2023 program is mandatory before the deadline as this is a prerequisite for the validity of this CSR offer.

2. To be eligible for the CSR program offer, the Trainee must agree to comply with all of KodNest's policies and procedures. It is also crucial to acknowledge that failure to accept this offer within 15 days will result in the Trainee forfeiting their seat and no longer being eligible for the program.

Address
CPR Tower, 4th & 5th Floor, above Reliance Fresh, Stage 2, BTM Layout, Bengaluru, Karnataka 560076

Phone
+91 8095 000 123

E-mail
hello@kodnest.com

Website
www.kodnest.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

3. Participation in all training and placement drives and opportunities that meet the criteria provided by KodNest through various channels is mandatory for the trainee. The trainee must actively participate in all such opportunities and ensure that they obtain pre-approval in case of emergency situations. Failure to comply with this requirement may result in disciplinary action, up to and including termination of the training opportunity.

4. Rest assured that Kodnest will not charge any fees or require any payment of any kind from the trainee who has been selected through the CSR program. It is our pleasure to offer this opportunity to you without any financial burden.

5. KodNest takes its policies and code of conduct very seriously and expects its Trainees to abide by them at all times. In case of any violation of policy or misconduct, KodNest reserves the right to terminate your Training immediately, without prior notice. Such violations could include but are not limited to, inappropriate behavior, harassment, discrimination, or other acts that may harm the reputation or training and learning environment of KodNest. Such actions would be taken only after due investigation and consideration of the circumstances surrounding the breach or misconduct. KodNest will strive to ensure that such actions are fair and reasonable and that trainees are aware of the reasons for such actions.

6. We will inform you of the mode of training, 15 days prior to your joining date. To ensure the validity of the offer, it is required that you have no pending backlogs at the time of joining.

7. KodNest Technologies Pvt. Ltd. will provide the training materials (Welcome kits).

Securing a job on campus is a common aspiration, but you need not worry as KodNest is here to help you make that dream come true through our KodNest CSR & Dream Factory program. We offer immersive learning experiences and a plethora of placement opportunities, so make the most of this chance. If not, we look forward to meeting you at KodNest's world-class physical and digital infrastructure.

We are dedicated to giving back to society through education and are thrilled to support talented and motivated individuals like you in achieving your goals. Congratulations on being selected for our CSR Drive, and we look forward to embarking on this journey together.

Kindly sign and return a copy of this letter.

We welcome you and wish you the best in your career.

Address
CPR Tower, 4th & 5th Floor, above Reliance Fresh,
Stage 2, 8TH Layout, Bengaluru, Karnataka 560078

Phone
+91 8095 000 123

E-mail
hello@kodnest.com

Website
www.kodnest.com

Confidentiality policy

- All documents provided by the company must be kept confidential except in the case of legal advice.

Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

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3. Copy of the PAN (permanent account number) Card, self-attested.

4. Any Govt ID Proof - One copy.

16

KodNest

KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Cherishma Damerla,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

TERMS AND CONDITIONS

1. Completion of the Dream factory 2023 program is mandatory before the deadline as this is a prerequisite for the validity of this CSR offer.

2. To be eligible for the CSR program offer, the Trainee must agree to comply with all of KodNest's policies and procedures. It is also crucial to acknowledge that failure to accept this offer within 15 days will result in the Trainee forfeiting their seat and no longer being eligible for the program.

Address
CPR Tower, 4th & 5th Floor, above Reliance Fresh, Stage 2, BTM Layout, Bengaluru, Karnataka 560076

Phone
+91 8095 000 123

E-mail
hello@kodnest.com

Website
www.kodnest.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Confidentiality policy

- All documents provided by the company must be kept confidential except in the case of legal advice.

Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

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15

KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Dayakar Yedumbakula,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

TERMS AND CONDITIONS

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Address
[illegible]

Phone
+91 8095 000 125

E-mail
[illegible]

Website
[illegible]

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Confidentiality policy

- All documents provided by the company must be kept confidential except in the case of legal advice.

Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

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KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Jhansisri Nakkanaboina,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "**Trainee**" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

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hello@kodnest.com

Website
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Training & Placement Officer
DVR & Dr HS MIC College of Technology

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Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

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19H71A0460

KodNest

KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Naveensai Anumolu,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

19-4-60

3. Participation in all training and placement drives and opportunities that meet the criteria provided by KodNest through various channels is mandatory for the trainee. The trainee must actively participate in all such opportunities and ensure that they obtain pre-approval in case of emergency situations. Failure to comply with this requirement may result in disciplinary action, up to and including termination of the training opportunity.

4. Rest assured that Kodnest will not charge any fees or require any payment of any kind from the trainee who has been selected through the CSR program. It is our pleasure to offer this opportunity to you without any financial burden.

5. KodNest takes its policies and code of conduct very seriously and expects its Trainees to abide by them at all times. In case of any violation of policy or misconduct, KodNest reserves the right to terminate your Training immediately, without prior notice. Such violations could include but are not limited to, inappropriate behavior, harassment, discrimination, or other acts that may harm the reputation or training and learning environment of KodNest. Such actions would be taken only after due investigation and consideration of the circumstances surrounding the breach or misconduct. KodNest will strive to ensure that such actions are fair and reasonable and that trainees are aware of the reasons for such actions.

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Kindly sign and return a copy of this letter.

We welcome you and wish you the best in your career.

Confidentiality policy

- All documents provided by the company must be kept confidential except in the case of legal advice.

Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

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19H71A04A1

KodNest

KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

SRI NAGA SOWJANYA ALLADA,

Congratulations on being selected for our CSR Program 2023!

We are delighted to offer you the position of "Trainee" at KodNest Technologies Pvt. Ltd., Bengaluru. We are offering free training with unlimited placement to all participants in this program.

To ensure all compliance with the terms and conditions, we ask that you please read and understand the following before signing the CSR Offer Confirmation Letter.

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Phone
+91 8095 000 123

E-mail
hello@kodnest.com

Website
www.kodnest.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19. YPI

Confidentiality policy

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Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

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19H71A04F2

KodNest

KodNest Technologies Pvt Ltd,

CPR Tower, 4th & 5th Floor, Above Reliance Fresh,
Stage 2, BTM Layout, Bengaluru, Karnataka 560076

17-March-2023

Sub: Offer Confirmation Letter

Shaik Sameera Suhel,

Congratulations on being selected for our CSR Program 2023!

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Training & Placement Officer
DVR & Dr HS MIC College of Technology

19. 4F2

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Kindly sign and return a copy of this letter.

We welcome you and wish you the best in your career.

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Phone
+91 8095 000 125

E-mail
hello@kodnest.com

Website
www.kodnest.com

Confidentiality policy

- All documents provided by the company must be kept confidential except in the case of legal advice.

Regards,

Akash Pandey
CEO & Co-Founder

Accepted

(Signature of the Candidate)

ANNEXURE 1:

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4. Any Govt ID Proof - One copy.

Gmail

TNP MIC College <tnp@mictech.ac.in>

TAP Academy | CSR Selects | Thank you for your support | Devineni Venkata Ramana & Dr.Hima Sekhar MIC College of Technology

Afsha zeenath <afsha@thetapacademy.com>
To: TNP MIC College <tnp@mictech.ac.in>
Cc: Suffyan Khan <suffyan@thetapacademy.com>, Ashish Balaji R <ashish@thetapacademy.com>

Wed, Apr 5, 2023 at 12:57 PM

Dear Sir

Greetings from TAP Academy!

Thank you for the great and excellent support given by you and your team in organizing and managing CSR Activity. We experienced a really successful event and we realized it could happen due to you and your team's hard work and effort.

The below is the selected students and their details for your reference:

Name	Email	Phone	Branch / Stream
AI MAHIDAR TARUN MAJETY	haki24355@gmail.com	9398282226	Electronics & Communication
Srinu Korra	srinukorra30@gmail.com	9133549085	Electrical & Electronics
Srikanth Reddy Danda	dandavenu007@gmail.com	7981299156	Electronics & Communication
Lavanya Kamatham	lavanyakamatham19@gmail.com	6281988548	Information Technology
Sarvani Ututha	udathasarvani10@gmail.com	9959611375	Computer Science
NAGULMEERA SHAIK	nagulmeerashaik092000@gmail.com	7780660458	Electronics & Communication
Varaprasad Vudatha	vudathavaraprasad7909@gmail.com	7670881787	Computer Science

Looking forward to a long term relationship with your organisation.

Feel free to contact us for any queries.

Thank you

TAP ACADEMY

Syeda Afsha Zeenath
Manager - Campus Relations | Tap Academy

M 9663989084
E afsha@thetapacademy.com

Udupi garden signal, Tap Academy, 3,
opposite Bharat petroleum, BTM 2nd stage,
Bengaluru - 560076

www.thetapacademy.com

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19H71A0481

TAP ACADEMY

CSR Activity Offer Letter - 2023

Dear Student,

Congratulations you have been selected for Tap academy's CSR Activity 2023.

We are glad to inform you that you have successfully cleared the online assessment and you are selected as **Full Stack Web Development Trainee** for the CSR Batch 2023

Classes will be conducted Offline.

A detailed Email will be sent to your registered Email ID.

(Batch start date will be informed in the same Email).

Benefits:

1. Industry approved course curriculum offered for FREE inclusive of study materials.
2. Guaranteed unlimited placement opportunities.

Note: This offer letter is not transferable.

Please Fill the below details and submit while enrolling for course:

Name:

Email:

Roll No:

Mobile No:

College:

TAP ACADEMY PVT. LTD. BANGALORE

Rohit Ravinder
Founder & CEO - TAP Academy Pvt Ltd.

Ph: 9538881203
Email: campus@thetapacademy.com
Bldg 3, Outer ring road, BTM 2nd Stage, Kuvempu Nagar, Stage 2, Bengaluru, Karnataka -560076

Training & Placement Officer
DVR & Dr HS MIC College of Technology

19HR1A0434

TAP ACADEMY

CSR Activity Offer Letter - 2023

Dear Student,

Congratulations you have been selected for Tap academy's CSR Activity 2023.

We are glad to inform you that you have successfully cleared the online assessment and you are selected as **Full Stack Web Development Trainee** for the CSR Batch 2023.

Classes will be conducted Offline.

A detailed Email will be sent to your registered Email ID.

(Batch start date will be informed in the same Email).

Benefits:

1. Industry approved course curriculum offered for FREE inclusive of study materials.
2. Guaranteed unlimited placement opportunities.

Note: This offer letter is not transferable.

Please Fill the below details and submit while enrolling for course:

Name:

Email:

Roll No:

Mobile No:

College:

TAP ACADEMY PVT. LTD. BANGALORE

Rohit

Rohit Ravinder
Founder & CEO - TAP Academy Pvt Ltd.

Ph: 9538881203
Email: campus@thetapacademy.com
Bldg 3, Outer ring road, BTM 2nd Stage, Kuvempu Nagar, Stage 2, Bengaluru, Karnataka -560076

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Shortlisted Data
1 message

---

hrmanager@suryatechsolutions.in <hrmanager@suryatechsolutions.in> Tue, Apr 25, 2023 at 4:51 PM

To: TNP MIC College <tnp@mictech.ac.in>

Dear Sir,

Greetings of the Day....

Please find the attachment copy of Shortlisted.

Congratulations....to all of your selected candidates.

THANKS&REGARDS

N.Divya
Hr-Manager
8885785386

SuryaTechSolutions

Ecil 'x' roads,Hyderabad-500062.

www.suryatechsolutions.in

Training & Placement Officer
DVR & Dr HS MIC College of Technology

SURYA TECH SOLUTIONS

LEADING VENDOR TO TOP COMPANIES

Date: 25-04-2023

To

The Training & Placement cell,
MIC College of Technology,
Vijayawada.

Sub: Selected medical Candidates List

Respected Sir,

As per schedule we had conducted campus drive on 24-04-2023.These are the following candidates selected.

SNO	NAME	CONTACT	QUAL	BRANCH
1	KARRI PRABHASH KUMAR	8121225431	DIPLOMA	MECH
2	U.PREM SAGAR	7989114994	DIPLOMA	MECH
3	B.J.V.S.S.RAHUL	9701071027	DIPLOMA	MECH
4	K.PAVAN KUMAR	9502468983	DIPLOMA	MECH
5	P.VENKATA SHYAM	8143120949	DIPLOMA	MECH
6	KODALI SRINIVAS	8331895553	DIPLOMA	EEE
7	ANIL KUMAR DOKKA	7013706578	DIPLOMA	EEE
8	M.VISHWANTH	9494975998	DIPLOMA	MECH
9	M.ESWAR SURYA ABHAY	7386382179	DIPLOMA	MECH
10	S.PRAMOD	8121112253	DIPLOMA	MECH
11	R.SANKEERTH	7981614808	DIPLOMA	MECH
12	VENKATA LAKSHMI SUMANTH GUNTURU	7702170128	DIPLOMA	EEE
13	MANI DEEPAK REDDY GORUSU	9515058163	DIPLOMA	EEE
14	S.K.JAKEER HUSSAIN	8106635220	DIPLOMA	MECH
15	GURUDEV THIGULLA	9704892018	DIPLOMA	MECH
16	CHERUKUPALLI NARENDRA BABU	9553558391	DIPLOMA	EEE
17	SRIRAM YESUPOGU	9381919783	DIPLOMA	ECE

As a token of your acceptance of our offer of trainee with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within two (2) days from the date of this letter.

Our offer shall automatically lapse unless (i) you confirm your acceptance of it and return a copy to us within the prescribed time and (ii) you join us on or before your date of joining stated in this Training Offer Letter.
Any disputes arising out of this offer letter shall be governed by and construed in accordance with the laws of India and the courts in Bangalore shall have exclusive jurisdiction.

Separation:

- Your voluntary separation will be one months' notice
- The Company reserves the right to terminate your services without assigning any specific reason whatsoever for such termination by giving you one months' notice or one month's basic pay.
- The Company also reserves the right to terminate your services without any notice or salary in lieu thereof on the grounds of misconduct.

For Quizaro ExtendedEdge PVT LTD

B P Pradeep Kumar
(Human Resources)

Acceptance:

I have read and understood the contents of this Training Offer Letter and Exhibits here to (hereinafter 'Letter') and accept all the terms and conditions of this Letter in its totality.

Yours sincerely,

SIGNATURE: DATE:
(Candidate's Signature)

Training & Placement Officer
DVR & Dr HS MIC College of Technology

QUIZARO

Date: 13.06.2023 **OL No: QZE2305163**

Dear ABDUL JAMEER SYED

Re: Offer of Trainee

We are delighted to offer you **4 Months** on a basis in the role of **Training**. It is intended for you to commence your Training on **20-06-2023**. Please read this letter carefully and indicate your acceptance of the offer by signing and returning a copy of this letter.

1. Your Position

You will be hired on the terms and conditions in this agreement, in the role of **Business Development Associate.**
In any Addition to any duties allocated by the Training from **20 June 2023** to **30 June 2023**, your position will involve.

The Duties allocated set out below:

OJT Start Date: **01 July 2023**
OJT End Date: **01 Nov 2023**

Stipend: **INR 17000** Per Month + **INR** 10000 as incentives (Subject to statutory deductions)
Target: Shall be discussed during the induction/training period.

2. Location

You will be based at the address shown below: **3rd Floor in CK Pearl, No. L 151, 5th Main, Sector 6, HSR Layout, Bangalore - 560102.**

3. Probationary Period

Your training is subject to the satisfactory completion of a probationary period of four month. The probationary period is designed to grant the Training time to assess whether you are able to fulfill your role with the Training. During the probationary period, your training may be terminated by either you or the Training upon providing 1 Month written notice.

RK INFO SYSTEMS
INNOVATION IS WHAT WE ARE

OFFER LETTER

Dear Madduru Koteswaramma,

We are pleased to offer you an appointment in our organization as a Software Engineer W.E.F 03 September 2023. You will be paid a monthly salary of INR 15000/- only.

Your Employment with us will be governed by the Terms & Conditions as detailed in Annexure – A

Your offer has been made based on information furnished by you. However if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of Employment.

Employment As per this offer is subject to your being medically fit. Please sign and return a duplicate copy of this letter in token of your acceptance.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Yours truly,
Vivek Parmar - (Chief Technology Officer)
RK Info Systems - Innovation | Skill | Expertise

RK Info Systems - SY No 130P & 115, Nanakramguda Rd, Financial Distt, Manikonda, TG Website : www.rkinfosystems.in Email: hiring@rkinfosystems.in , Phone : +91-6301302833 | +971-563214929 | +91 - 40 -40205020 | GST : 36BFJPP8047R1ZF

Training & Placement Officer
DVR & Dr HS MIC College of Technology

RK INFO SYSTEMS
INNOVATION IS WHAT WE ARE

OFFER LETTER.

Dear Kalva Ramya,

We are pleased to offer you an appointment in our organization as a Software Engineer W.E.F 03 September 2023. You will be paid a monthly salary of INR 15000/- only.

Your Employment with us will be governed by the Terms & Conditions as detailed in Annexure – A

Your offer has been made based on information furnished by you. However if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of Employment.

Employment As per this offer is subject to your being medically fit. Please sign and return a duplicate copy of this letter in token of your acceptance. You will not be paid any stipend during internship but if your performance seems to be good we will look forward to pay the stipend from the third month onwards.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Yours truly,
Vivek Parmar - (Chief Technology Officer)
RK Info Systems - Innovation | Skill | Expertise

RK Info Systems - SY No 130P & 115, Nanakramguda Rd, Financial Distt, Manikonda, TG Website : www.rkinfosystems.in Email: hidpo@rkinfosystems.in , Phone : +91-6301302833 | +971-563214929 | +91 - 40 -40205020 | GST : 36BFJPP6047R1ZF

Training & Placement Officer
DVR & Dr HS MIC College of Technology

RK INFO SYSTEMS
INNOVATION IS WHAT WE ARE

OFFER LETTER

Dear Jabeer Basha Shaik

We are pleased to offer you an appointment in our organization as a Software Engineer W.E.F 03 June 2023. You will be paid a monthly salary of INR 15000/- only.

Your Employment with us will be governed by the Terms & Conditions as detailed in Annexure – A

Your offer has been made based on information furnished by you. However if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of Employment.

Employment As per this offer is subject to your being medically fit. Please sign and return a duplicate copy of this letter in token of your acceptance. You will not be paid any stipend during internship but if your performance seems to be good we will look forward to pay the stipend from the third month onwards.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Yours truly,
Vivek Parmar - (Chief Technology Officer)
RK Info Systems - Innovation | Skill | Expertise

RK Info Systems - SY No 130P & 115, Nanakramguda Rd, Financial Distt, Manikonda, TG Website : www.rkinfosystems.in Email: hiring@rkinfosystems.in , Phone : +91-6301302833 | +971-563214929 | +91 - 40 -40205020 | GST : 36BFJPP8047R1ZF

Training & Placement Officer
DVR & Dr HS MIC College of Technology

RK INFO SYSTEMS
INNOVATION IS WHAT WE ARE

OFFER LETTER.

Dear Pavani Konagala,

We are pleased to offer you an appointment in our organization as a Software Engineer W.E.F 03 June 2023. You will be paid a monthly salary of INR 15000/- only.

Your Employment with us will be governed by the Terms & Conditions as detailed in Annexure – A

Your offer has been made based on information furnished by you. However if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of Employment.

Employment As per this offer is subject to your being medically fit. Please sign and return a duplicate copy of this letter in token of your acceptance. You will not be paid any stipend during internship but if your performance seems to be good we will look forward to pay the stipend from the third month onwards.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Yours truly,
Vivek Parmar - (Chief Technology Officer)
RK Info Systems - Innovation | Skill | Expertise

RK INFO SYSTEMS

RK Info Systems - SY No 130P & 115, Nanakramguda Rd, Financial Distt, Manikonda, TG Website : www.rkinfosystems.in Email: hiring@rkinfosystems.in , Phone : +91-6301302833 | +971-563214929 | +91 - 40 -40205020 | GST : 36BFJPP8047R1ZF

Training & Placement Officer
DVR & Dr HS MIC College of Technology

RK INFO SYSTEMS
INNOVATION IS WHAT WE ARE

OFFER LETTER

Dear Kuppakula Anitha,

We are pleased to offer you an appointment in our organization as a Software Engineer W.E.F 03 August 2023. You will be paid a monthly salary of INR 15000/- only.

Your Employment with us will be governed by the Terms & Conditions as detailed in Annexure – A

Your offer has been made based on information furnished by you. However if there is a discrepancy in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of Employment.

Employment As per this offer is subject to your being medically fit. Please sign and return a duplicate copy of this letter in token of your acceptance. You will not be paid any stipend during internship but if your performance seems to be good we will look forward to pay the stipend from the third month onwards.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming world leaders. We assure you of our support for your professional development and growth.

Yours truly,
Vivek Parmar - (Chief Technology Officer)
RK Info Systems - Innovation | Skill | Expertise

RK INFO SYSTEMS Hyderabad

RK Info Systems - SY No 130P & 115, Nanakramguda Rd, Financial Distt, Manikonda, TG Website : www.rkinfosystems.in Email: hiring@rkinfosystems.in , Phone : +91-6301302833 | +971-563214929 | +91 - 40 -40205020 | GST : 36BFJPP8047R1ZF

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Gmail

TNP MIC College <tnp@mictech.ac.in>

Requesting for Campus Drive for 2023 Batch: DVR & Dr HS MIC College of Technology - Vijayawada

ASHWATHANARAYANA GOWDA(ASHWATHANARAYANA GOWDA) <ashwatha.g@slworld.com> Sun, Mar 28, 2023 at 8:50 AM
To: TNP MIC College <tnp@mictech.ac.in>
Cc: "A ANANDA BHASKER (A ANANDA BHASKER)" <ananda.bhasker@slworld.com>

Dear Sir,

Greetings from SLAPI

Please find the attached list of students who are shortlisted for company Trainee position.

Total No. of Students Selected – 46. Date of joining is first week of May-2023.

Thanks & Regards

Ashwatha

+91 7829209050

HR Dept.

SL AP

SL AP Private Limited

Plot No.6-B, Industrial Park | KIA Ancillary Unit, Site-B

Bangalore-Hyderabad Highway | Gudipalli Village |

Ananthapur – 515 122 | Andhra Pradesh | INDIA

Website: [www.slworld.com]www.slworld.com

Kindly confirm the names of the students who are willing the join on the below said dates for making necessary arrangements.

[Quoted text hidden]
[Quoted text hidden]

[Quoted text hidden]

상기 메일은 지정된 수신인만을 위한 것이며, 부정경쟁방지 및 영업비밀의 보호에 관한 법률을 포함하여 관계 법령에 따라 보호의 대상이 되는 영업비밀, 기밀정보 등을 포함하고 있을 수 있습니다.
본 문서에 포함된 정보와 전부 또는 일부를 무단으로 제3자에게 공개, 배포, 복사 또는 사용하는 것은 엄격히 금지됩니다.
본 메일이 잘못 전송된 경우, 발신인 또는 당사에 알려주시고, 본 메일을 즉시 삭제하여 주시기 바랍니다.

The above message is intended solely for the named addressee and may contain information that is privileged, confidential or otherwise protected under applicable law. Any unauthorized dissemination, distribution, copying or use of the information contained in this communication is strictly prohibited. If you have received this communication in error, please notify the sender by email and erase this communication immediately.

Training & Placement Officer
DVR & Dr HS MIC College of Technology

SLAP Selected students

S No	Roll No	Student Name	Branch
1	19H71A0203	Baine Bhuvanesh	EEE
2	19H71A0204	Kambhampati Dhayanidhi	EEE
3	19H71A0210	Gujjarlapudi Nikhil	EEE
4	19H71A0214	Vuyyuru Sathwik	EEE
5	19H71A0217	Mudavathu Srikanth	EEE
6	20H75A0205	Todeti Bhagya Raju	EEE
7	20H75A0207	Nadakuditi Bhargava Ram	EEE
8	20H75A0208	Sunkisala Bruce lee	EEE
9	20H75A0210	Chinthala Deepak Srinivas	EEE
10	20H75A0212	Shaik Faruk Gani	EEE
11	20H75A0215	Sakinala Gopal	EEE
12	20H75A0223	Vailepu Koteswara Rao	EEE
13	20H75A0234	Kodigudla Neeraj	EEE
14	20H75A0235	Varre Pavan Kalyan Chakravarthi	EEE
15	20H75A0237	Mukkidi Peddaiah	EEE
16	20H75A0240	Davu Rama Linga Prasad	EEE
17	20H75A0242	Tummala Sai Teja	EEE
18	20H75A0244	Kothuri Sampath Kumar	EEE
19	20H75A0246	Tikkisetty Satya Vara Prasad	EEE
20	20H75A0250	Thota Srihari	EEE
21	20H75A0252	Medida Sumanth	EEE
22	20H75A0254	Palla Trinadh	EEE
23	20H75A0257	Anupoju Venkat	EEE
24	20H75A0262	Yathakula William Cary	EEE
25	20H75A0265	Korra Srinu	EEE
26	19H71A0410	Andraju Durga Prasad	ECE
27	19H71A0420	Kosaraju Mahith Sai	ECE
28	19H71A0448	Jonnalagadda Srikanth	ECE
29	19H71A0452	Puli Venkata Sai Karthik	ECE
30	19H71A0460	Chepuri Aditya Sai Akhil	ECE
31	19H71A0466	Kurmala Dhanvantar B Datta Kumar	ECE
32	19H71A04A0	Teja Somanath Sahu	ECE
33	19H71A04A3	Danda Srikanth Reddy	ECE
34	20H75A0402	Gorantla Anand Sai Kumar	ECE
35	20H75A0417	Kandula Naveen Kumar	ECE
36	19H71A0416	Kumar Vardhan Singamsetty	ECE
37	20H75A0302	Shaik Akbar	MECH
38	20H75A0304	Tummala Gnana Deep	MECH
39	20H75A0305	Regandla Harish	MECH
40	20H75A0308	Yannam Karthikeya	MECH
41	20H75A0312	Valeti Maneesh	MECH
42	20H75A0313	Mikkili Nagaraju	MECH
43	20H75A0317	Siddela Prem Kumar	MECH
44	20H75A0318	Boddu Raja	MECH
45	20H75A0320	Yandapalli Ramesh	MECH
46	20H75A0324	Kalasani Udaybhaskar	MECH

TVS ES

TVS Educational Society

NEEM TRAINEE ID CARD

NAME : **Thummala Amrutha Prem Sagar**

NEEM ID : **N168180**

Training & Placement Officer
DVR & Dr HS MIC College of Technology

T At : Sundram Fastners Limited, Sri City

dress : No.2-9/2,Near Rcm Church

Kondapavuluru,Purushothapatnam,Gannavaram Krishna

Andhra Pradesh - 521101

OJ : 01/12/2022

OT : 30/11/2025

mergency ontact No.: 9490838397

lood Group : O + VE

Mobile No.: 7673926236

V. R.

Authorised Signatory

Trainee Signature

TVS EDUCATIONAL SOCIETY CHENNAI 600 028

TVS Educational Society

Jayalakshmi Estate, 29, Haddows Road,

Chennai - 600 006.

TVS ES

TVS Educational Society

NEEM TRAINEE ID CARD

NAME : Uppu Ganesh

NEEM ID : N168181

Training & Placement Officer
DVR & Dr HS MIC College of Technology

OJT At :	Sundram Fastners Limited, Sri City
Address :	No.2-2/C , Pesarlanka
	Guntur
	Andhra Pradesh - 522324
DOJ :	01/12/2022
DOT :	30/11/2025
Emergency Contact No.:	9959002243
Blood Group :	O + VE
Mobile No.:	7207529497

V. R.

Authorised Signatory

Trainee Signature

TVS EDUCATIONAL SOCIETY CHENNAI 600 028

TVS Educational Society
Jayalakshmi Estate, 29, Haddows Road,
Chennai - 600 006.

TVS ES

TVS Educational Society

NEEM TRAINEE ID CARD

NAME : **Kukkala Venkateswara Rao**

NEEM ID : **N168178**

Training & Placement Officer
DVR & Dr HS MIC College of Technology

OJT At : Sundram Fastners Limited, Sri City

Address : No.1-65-A , N.Gollapalem

Nelakumu,Chinnapuram

Andhra Pradesh - 521001

DOJ : 01/12/2022

DOT : 30/11/2025

Emergency Contact No : 9640919501

Blood Group : O + VE

Mobile No. : 8688914668

V R

Authorised Signatory

Trainee Signature

TVS EDUCATIONAL SOCIETY CHENNAI 600 028

TVS Educational Society

Jayalakshmi Estate, 29, Haddows Road,

Chennai - 600 006.

TVS ES

TVS Educational Society

NEEM TRAINEE ID CARD

NAME : Velivela Sri Muralinadh

NEEM ID : N168179

Training & Placement Officer
DVR & Dr HS MIC College of Technology

Campus Drive for 2023 Batch: DVR & Dr HS MIC College of Technology - Vijayawada

From: <hr@ultramarinepigments.net> Jan 05, 2023 at 11:50 AM
To: TNP MIC College <tnp@mictech.ac.in>

Dear Sir,

Greetings from Ultra Marine Pigments!

Please find the below students who are shortlisted for company Trainee position.

Name	Branch
Valeti Maneesh	MECH
Kalasani Udaybhaskar	MECH
Vuyyuru Venkatasai Niranjan	MECH
Kalakanti Narasimha Swamy	EEE
Varre Pavan Kalyan Chakravarthi	EEE
Mukkidi Peddaiah	EEE
Bezawada Vijay Kumar	EEE

Thanks & Regards

Pavan Kumar
HR

Training & Placement Officer
DVR & Dr HS MIC College of Technology

OJT At :	Sundram Fastners Limited, Sri City
Address :	No.4-211,Pedakonduru
	Guntur
	Andhra Pradesh - 522305
DOJ :	01/12/2022
DOT :	30/11/2025
Emergency Contact No.:	9704998907
Blood Group :	O + VE
Mobile No.:	7093387219

V. R.

Authorised Signatory

Trainee Signature

TVS EDUCATIONAL SOCIETY CHENNAI 600 028

TVS Educational Society
Jayalakshmi Estate, 29, Haddows Road,
Chennai - 600 006

Annexure I: Annual Compensation Structure			
Name	**Ms. Bobburi SriDivya**	Position & Department	**Associate Trainer**
#	**Components of Total Fixed Pay**		**Per Annum (In INR)**
1	Basic Pay		2,52,012/-
2	Other Allowance		18,000/-
3	**Total Fixed Pay per annum**		**2,70,012/-**
4	**Annual Performance Linked Pay (Maximum)**		**35,988/-**
	Total Cost to Company		**3,06,000/-**

Notes: *Associates will be covered under the company group accidental policy for Life CoverRs.10,00,000). The premium for the same will be borne by the company.

Thank you
Yours sincerely
For Focus 4 – D Career Education Pvt Ltd.

Arumugam N Vadivelu
HR Business Partner

ACCEPTANCE OF OFFER

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

Name & Signature of the candidate with date of acceptance

UNIVERSITY OF CENTRAL MISSOURI

International Student Services
108 W. South St.
Ward Edwards 1800
Warrensburg, MO 64093
Office 660-543-4092
intladmit@ucmo.edu

Dear Munwar,

Congratulations and welcome to the University of Central Missouri! We are excited to offer you admission to the MS Computer Science program for the Fall 2023 semester.

Please continue to check your email. You may receive additional information from the program coordinator regarding your admission. In addition, you will receive more information regarding our online international orientation process.

If you are a new student, you should receive an email within 24 hours of admission with your network ID and instructions on accessing MyCentral. If you do not receive an email, and it is not in your Spam folder, please contact tsc@ucmo.edu. If you are a returning student, you will not receive that email as you have already been assigned a network ID. If you need assistance retrieving your network ID, please contact our office.

Please let us know if you have any questions about your next steps. For specific questions about the program or which courses to enroll in, please contact the program directly.

Sincerely,

International Student Services
University of Central Missouri

Reminder: You will not be able to enroll in classes until we receive all of your final official transcripts (evaluations) from all college/post-secondary institutions attended (including provisional certificates and/or diplomas for international students) that meet the GPA requirements of the University.

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

22-23

UNIVERSITY OF CENTRAL MISSOURI

International Student Services
108 W. South St.
Ward Edwards 1800
Warrensburg, MO 64093
Office 660-543-4092
intladmit@ucmo.edu

Dear Mohith Naga Adithya,

Congratulations and welcome to the University of Central Missouri! We are excited to offer you admission to the MS Cybersecurity & Information Assurance program for the Fall 2023 semester.

Please continue to check your email. You may receive additional information from the program coordinator regarding your admission. In addition, you will receive more information regarding our online international orientation process.

If you are a new student, you should receive an email within 24 hours of admission with your network ID and instructions on accessing MyCentral. If you do not receive an email, and it is not in your Spam folder, please contact tsc@ucmo.edu. If you are a returning student, you will not receive that email as you have already been assigned a network ID. If you need assistance retrieving your network ID, please contact our office.

Please let us know if you have any questions about your next steps. For specific questions about the program or which courses to enroll in, please contact the program directly.

Sincerely,

International Student Services
University of Central Missouri

Reminder: You will not be able to enroll in classes until we receive all of your final official transcripts (evaluations) from all college/post-secondary institutions attended (including provisional certificates and/or diplomas for international students) that meet the GPA requirements of the University.

PRINCIPAL
DVR & Dr. HS MIC College of Technology,
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

UNIVERSITY OF CENTRAL MISSOURI

International Student Services
108 W. South St.
Ward Edwards 1800
Warrensburg, MO 64093
Office 660-543-4092
intladmit@ucmo.edu

Dear Raja Rajeswari,

Congratulations and welcome to the University of Central Missouri! We are excited to offer you admission to the MS Cybersecurity & Information Assurance program for the Fall 2023 semester.

Please continue to check your email. You may receive additional information from the program coordinator regarding your admission. In addition, you will receive more information regarding our online international orientation process.

If you are a new student, you should receive an email within 24 hours of admission with your network ID and instructions on accessing MyCentral. If you do not receive an email, and it is not in your Spam folder, please contact tsc@ucmo.edu. If you are a returning student, you will not receive that email as you have already been assigned a network ID. If you need assistance retrieving your network ID, please contact our office.

Please let us know if you have any questions about your next steps. For specific questions about the program or which courses to enroll in, please contact the program directly.

Sincerely,

International Student Services
University of Central Missouri

Reminder: You will not be able to enroll in classes until we receive all of your final official transcripts (evaluations) from all college/post-secondary institutions attended (including provisional certificates and/or diplomas for international students) that meet the GPA requirements of the University.

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

SCHOOL OF ENGINEERING
650 East Parkway South
Memphis, TN 38104
(901) 321-3410 • Fax (901) 321-3402
www.cbu.edu

March 15, 2023

Yathakula William Cary
DNO 28-38, Bhima Raju Gutta
Ibrahimpatnam, Andhra Pradesh
521456
India

Dear William Cary,

On behalf of the School of Engineering, I am delighted to inform you that you have been admitted into the **Master of Science in Computer Information Systems (MSCIS)** program at Christian Brothers University for the **Fall (August) 2023** term.
Your student ID number is **899487422.** You will need this number in order to conductbusiness with all offices on campus.

Your I-20 will be processed by our Designated School Officer, and you will be contacted as soonas it is received.

IMPORTANT: You are required to submit official transcripts from all colleges/universities attended prior to enrollment.

Please note that all students who take classes on campus or utilize campus facilities must submit a **Student Health Form** and **Influenza Vaccination Verification** using the following link: **New Student Health Services On-Boarding Verification Form.** COVID vaccinations are strongly encouraged, and you may also use this form to submit your **COVID Vaccination Verification.**

If you have any questions, please contact me at rprice@cbu.edu or 901-321-3412.

I wish you the best of luck in the MSCIS program and offer you my personal congratulations on your acceptance.

Welcome to Christian Brothers University!

Best Regards,

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

Randel Price, Ph.D.
Associate Dean-Gadomski School of Engineering

CHRISTIAN BROTHERS UNIVERSITY

TEXAS TECH UNIVERSITY
Graduate School

November 8, 2022

Hema Sri Nakirikanti
3-107, Konakanchi Penuganchiprolu, Krishna
Krishna, AP 521190
India

Dear Hema Sri:

It gives me great pleasure to inform you that you have been accepted into the following program:

Intended Program: **Computer Science (MS)**
Intended Term of Entry: **Spring 2023**

Your application was evaluated based on unofficial academic transcripts and test scores. You will be required to submit official copies of these items by the twelfth (12th) class day of the term to which you are admitted, and you will receive a separate communication which contains more information about what to submit and how it should be submitted.

Please review the Graduate Catalog to familiarize yourself with Graduate School regulations and requirements. Information for newly admitted students is available on our website at http://go.grad.ttu.edu/newstudents. Pre-arrival information for new incoming international students will be available online at http://go.grad.ttu.edu/prearrival.

Access to graduate education is reserved for students who have demonstrated uncommon scholastic ability at the undergraduate level. Moreover, we believe that these students show great promise for further academic achievement. Accordingly, your admission to the Graduate School is a pivotal event in your professional development, and we welcome you to our community of scholars. Please accept our congratulations.

Sincerely,

Mark A. Sheridan, Ph.D.
Vice Provost of Graduate Affairs and Dean of the Graduate School

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

WICHITA STATE UNIVERSITY
GRADUATE SCHOOL

Dear Kartheek,

Good news! You have been recommended for admission to the Industrial Engineering - Master's program for the Spring 2024 semester at Wichita State University. As of today we are missing one or more of the following materials in order to finalize your admission:

- **Certification of Financial Support (CFS) Form** - International applicants must prove that they have the financial ability to pay for their tuition, books, and living expenses while they study in the U.S. This is a WSU form that is required. Please click on the link above and fill it out. You can find an example of this form below. To see required costs for an i-20, please review the basic costs for international students.

Certification of Financial Support

Information About Dependents
Accompanying the Student to the U.S.

- **Financial Support Document** - Typically bank statements, scholarship offers, or other evidence of funds. Your funds must meet the total amount required on the Certification of Financial Support form. Bank statements must match your sponsor on the CFS form.

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India - Pin: 521180

Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0034560442

SURNAME/PRIMARY NAME
Meka

GIVEN NAME
Tejaswini

PREFERRED NAME
Tejaswini Meka

PASSPORT NAME
MEKA TEJASWINI

COUNTRY OF BIRTH
INDIA

COUNTRY OF CITIZENSHIP
INDIA

CITY OF BIRTH
Ibrahimpatnam

DATE OF BIRTH
08 JANUARY 2002

FORM ISSUE REASON
INITIAL ATTENDANCE

ADMISSION NUMBER

Class of Admission

F-1

ACADEMIC AND LANGUAGE

SCHOOL INFORMATION

SCHOOL NAME
Montclair State University
Montclair State University

SCHOOL ADDRESS
1 NORMAL AVE, MONTCLAIR, NJ 07043

SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL
Kaitlyn Healy
Assistant Director of International Student Services

SCHOOL CODE AND APPROVAL DATE
NEW214F01039000
24 DECEMBER 2002

PROGRAM OF STUDY

EDUCATION LEVEL
MASTER'S

MAJOR 1
Computational Science 30.3001

MAJOR 2
None 00.0000

PROGRAM ENGLISH PROFICIENCY
Required

ENGLISH PROFICIENCY NOTES
Student is proficient

EARLIEST ADMISSION DATE
29 JULY 2023

START OF CLASSES
28 AUGUST 2023

PROGRAM START/END DATE
28 AUGUST 2023 - 31 MAY 2025

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 9 MONTHS		STUDENT'S FUNDING FOR: 9 MONTHS	
Tuition and Fees	$ 17,066	Personal Funds	$ 0
Living Expenses	$ 16,574	Funds From This School	$ 0
Expenses of Dependents (0)	$ 0	Meka Rama Krishna (Father)	$ 45,646
Miscellaneous Expenses	$ 9,671	On-Campus Employment	$ 0
TOTAL	$ 43,311	TOTAL	$ 45,646

REMARKS

All costs are estimated, your tuition bill will reflect your accurate cost of attendance. You are required to attend the mandatory international student orientation on August 23 and 24, 2023. For emergencies please contact University Police: 973-655-5222.

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X Kaitlyn Healy

SIGNATURE OF: Kaitlyn Healy, Assistant Director of International Student Services

DATE ISSUED
31 May 2023

PLACE ISSUED
MONTCLAIR, NJ

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X

SIGNATURE OF: Tejaswini Meka

DATE

X

NAME OF PARENT OR GUARDIAN | **SIGNATURE** | **ADDRESS (city/state or province/country)** | **DATE**

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

SEVIS ID: N0034560442 (F-1) **NAME: Tejaswini Meka**

EMPLOYMENT AUTHORIZATIONS

CHANGE OF STATUS/CAP-GAP EXTENSION

AUTHORIZED REDUCED COURSE LOAD

CURRENT SESSION DATES

CURRENT SESSION START DATE	CURRENT SESSION END DATE

TRAVEL ENDORSEMENT

This page, when properly endorsed, may be used for re-entry of the student to attend the same school after a temporary absence from the United States. Each endorsement is valid for one year.

Designated School Official	TITLE	SIGNATURE	DATE ISSUED	PLACE ISSUED
		X		
		X		
		X		
		X		

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0034056839

SURNAME/PRIMARY NAME Nemalipuri	**GIVEN NAME** Naveen	**Class of Admission**
PREFERRED NAME Naveen Nemalipuri	**PASSPORT NAME**	**F-1**
COUNTRY OF BIRTH INDIA	**COUNTRY OF CITIZENSHIP** INDIA	
CITY OF BIRTH Vellanki	**DATE OF BIRTH** 08 MAY 2000	
FORM ISSUE REASON INITIAL ATTENDANCE	**ADMISSION NUMBER**	**ACADEMIC AND LANGUAGE**

SCHOOL INFORMATION

SCHOOL NAME UNIVERSITY OF CENTRAL MISSOURI Missouri Innovation Campus	**SCHOOL ADDRESS** 1101 Innovation Parkway, LEES SUMMIT, MO 64086
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Jeffrey Couch International Student Advisor	**SCHOOL CODE AND APPROVAL DATE** KAN214F00100001 17 JANUARY 2003

'ROGRAM OF STUDY

EDUCATION LEVEL MASTER'S	**MAJOR 1** Computer Science 11.0701	**MAJOR 2** None 00.0000
PROGRAM ENGLISH PROFICIENCY Required	**ENGLISH PROFICIENCY NOTES** Student is proficient	**EARLIEST ADMISSION DATE** 15 JULY 2023
START OF CLASSES 14 AUGUST 2023	**PROGRAM START/END DATE** 14 AUGUST 2023 - 31 MAY 2025	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 9 MONTHS		**STUDENT'S FUNDING FOR:** 9 MONTHS	
Tuition and Fees	$ 9,589	Personal Funds	$ 0
Living Expenses	$ 9,699	Funds From This School	$
Expenses of Dependents (0)	$	family	$ 21,800
Health Insurance and additional Progra	$ 2,512	On-Campus Employment	$
TOTAL	$ 21,800	TOTAL	$ 21,800

REMARKS

Mandatory orientation for enrollment begins August 7, 2023.

'HOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X

SIGNATURE OF: Jeffrey Couch, International Student Advisor	**DATE ISSUED** 07 March 2023	**PLACE ISSUED** LEES SUMMIT,MO

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X

SIGNATURE OF: Naveen Nemalipuri		**DATE**	
	X		
NAME OF PARENT OR GUARDIAN	**SIGNATURE**	**ADDRESS (city/state or province/country)**	**DATE**

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

SEVIS ID: N0034056839 (F-1) **NAME: Naveen Nemalipuri**

EMPLOYMENT AUTHORIZATIONS

CHANGE OF STATUS/CAP-GAP EXTENSION

AUTHORIZED REDUCED COURSE LOAD

CURRENT SESSION DATES

CURRENT SESSION START DATE	CURRENT SESSION END DATE

TRAVEL ENDORSEMENT

This page, when properly endorsed, may be used for re-entry of the student to attend the same school after a temporary absence from the United States. Each endorsement is valid for one year.

Designated School Official	TITLE	SIGNATURE	DATE ISSUED	PLACE ISSUED
		X		
		X		
		X		
		X		

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0034329594

SURNAME/PRIMARY NAME
Gadde

GIVEN NAME
Deepak

PREFERRED NAME
Deepak Gadde

PASSPORT NAME

COUNTRY OF BIRTH
INDIA

COUNTRY OF CITIZENSHIP
INDIA

CITY OF BIRTH
Jeggayyapeta

DATE OF BIRTH
25 SEPTEMBER 2001

FORM ISSUE REASON
INITIAL ATTENDANCE

ADMISSION NUMBER

Class of Admission
F-1
ACADEMIC AND LANGUAGE

SCHOOL INFORMATION

SCHOOL NAME
Iowa State University of Science and Technology
Iowa State University

SCHOOL ADDRESS
2229 LINCOLN WAY # 4530, International Students/Scholars Office, AMES, IA 50014

SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL
Becca Duncan
International Orientation and Pre-Arrival Coordinator

SCHOOL CODE AND APPROVAL DATE
00A214F00163000
25 JANUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL
MASTER'S

MAJOR 1
Computer Science 11.0701

MAJOR 2
None 00.0000

PROGRAM ENGLISH PROFICIENCY
Required

ENGLISH PROFICIENCY NOTES
Student is proficient

EARLIEST ADMISSION DATE
18 JULY 2023

START OF CLASSES
21 AUGUST 2023

PROGRAM START/END DATE
17 AUGUST 2023 - 08 AUGUST 2025

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 10 MONTHS		STUDENT'S FUNDING FOR: 10 MONTHS	
Tuition and Fees	$ 29,954	Personal Funds	$ 0
Living Expenses	$ 16,635	Funds From This School	$
Expenses of Dependents (0)	$	Family Funds	$ 46,589
Other	$	On-Campus Employment	$
TOTAL	$ 46,589	TOTAL	$ 46,589

REMARKS

Arrival after program start date requires permission from the Office of Admissions.

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X
SIGNATURE OF: Becca Duncan, International Orientation and Pre-Arrival Coordinator

DATE ISSUED
24 April 2023

PLACE ISSUED
AMES, IA

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g)(2) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X
SIGNATURE OF: Deepak Gadde

DATE
01-07-2023

NAME OF PARENT OR GUARDIAN	SIGNATURE	ADDRESS (city/state or province/country)	DATE
	X		

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.

Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0034394716

SURNAME/PRIMARY NAME Vattikuti	**GIVEN NAME** Venkata Siva	**Class of Admission**
PREFERRED NAME Venkata Siva Vattikuti	**PASSPORT NAME**	**F-1**
COUNTRY OF BIRTH INDIA	**COUNTRY OF CITIZENSHIP** INDIA	
CITY OF BIRTH Macherla, Andhra Pradesh	**DATE OF BIRTH** 31 MAY 2002	
FORM ISSUE REASON INITIAL ATTENDANCE	**ADMISSION NUMBER**	**ACADEMIC AND LANGUAGE**

SCHOOL INFORMATION

SCHOOL NAME Eastern Illinois University Eastern Illinois University	**SCHOOL ADDRESS** 600 Lincoln Avenue, Charleston, IL 61920
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Lori Click Program Assistant	**SCHOOL CODE AND APPROVAL DATE** CHI214F00410000 29 JANUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL MASTER'S	**MAJOR 1** Computer/Computer Systems Technology/Technician 15.1202	**MAJOR 2** None 00.0000
PROGRAM ENGLISH PROFICIENCY Required	**ENGLISH PROFICIENCY NOTES** Student is proficient	**EARLIEST ADMISSION DATE** 22 JULY 2023
START OF CLASSES 21 AUGUST 2023	**PROGRAM START/END DATE** 21 AUGUST 2023 - 15 DECEMBER 2025	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 9 MONTHS		**STUDENT'S FUNDING FOR:** 9 MONTHS	
Tuition and Fees	$ 17,876	Personal Funds	$ 0
Living Expenses	$ 10,430	Funds From This School	$ 0
Expenses of Dependents (0)	$ 0	Father	$ 46,569
Other	$ 0	On-Campus Employment	$ 0
TOTAL	$ 28,306	TOTAL	$ 46,569

REMARKS

Estimated expenses are based on enrollment in nine hours each semester. Fall 2023 classes begin August 21, 2023. Students with initial I-20 cannot enter the United States more than 30 days prior to this date. Students are required to attend mandatory orientation August 15-17, 2023. During these dates our emergency number is 217-276-0888. After these dates call University Police Department at 217-581-3213 for emergencies. Immunization records must be submitted prior to or upon arrival to campus.

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X Lori Click (Digitally signed by Lori Click Date: 2023.05.03 10:26:51 -05'00')	**DATE ISSUED**	**PLACE ISSUED**
SIGNATURE OF: Lori Click, Program Assistant	03 May 2023	Charleston, IL

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X **SIGNATURE OF:** Venkata Siva Vattikuti		**DATE**	
NAME OF PARENT OR GUARDIAN	X **SIGNATURE**	**ADDRESS (city/state or province/country)**	**DATE**

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra India – Pin: 521180

SEVIS ID: N0034394716 (F-1) **NAME: Venkata Siva Vattikuti**

EMPLOYMENT AUTHORIZATIONS

CHANGE OF STATUS/CAP-GAP EXTENSION

AUTHORIZED REDUCED COURSE LOAD

CURRENT SESSION DATES

CURRENT SESSION START DATE	CURRENT SESSION END DATE

TRAVEL ENDORSEMENT

This page, when properly endorsed, may be used for re-entry of the student to attend the same school after a temporary absence from the United States. Each endorsement is valid for one year.

Designated School Official	TITLE	SIGNATURE	DATE ISSUED	PLACE ISSUED
		X		
		X		
		X		
		X		

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0034207675

SURNAME/PRIMARY NAME Kalyanapu	**GIVEN NAME** Charishma	**Class of Admission**
PREFERRED NAME Charishma Kalyanapu	**PASSPORT NAME**	**F-1**
COUNTRY OF BIRTH INDIA	**COUNTRY OF CITIZENSHIP** INDIA	
CITY OF BIRTH Vijayawada	**DATE OF BIRTH** 13 APRIL 2002	
FORM ISSUE REASON INITIAL ATTENDANCE	**ADMISSION NUMBER**	**ACADEMIC AND LANGUAGE**

SCHOOL INFORMATION

SCHOOL NAME University of North Texas University of North Texas	**SCHOOL ADDRESS** 1155 Union Circle #311067, Denton, TX 76203
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Stacey Benton Senior Immigration Advisor	**SCHOOL CODE AND APPROVAL DATE** DAL214F00610000 21 JANUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL MASTER'S	**MAJOR 1** Computer and Information Sciences, General 11.0101	**MAJOR 2** None 00.0000
PROGRAM ENGLISH PROFICIENCY Required	**ENGLISH PROFICIENCY NOTES** Student is proficient	**EARLIEST ADMISSION DATE** 19 JULY 2023
START OF CLASSES 21 AUGUST 2023	**PROGRAM START/END DATE** 18 AUGUST 2023 - 12 DECEMBER 2025	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 9 MONTHS		**STUDENT'S FUNDING FOR:** 9 MONTHS	
Tuition and Fees	$ 17,334	Personal Funds	$ 0
Living Expenses	$ 15,308	Funds From This School	$
Expenses of Dependents (0)	$	Family Funds	$ 36,764
Books, Insurance	$ 4,122	On-Campus Employment	$
TOTAL	$ 36,764	TOTAL	$ 36,764

REMARKS

Tuition/fees subject to change.

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X Stacey Benton Digitally signed by Stacey Benton Date: 2023.04.04 09:07:02 -05'00'	**DATE ISSUED**	**PLACE ISSUED**
SIGNATURE OF: Stacey Benton, Senior Immigration Advisor	04 April 2023	Denton, TX

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X

SIGNATURE OF: Charishma Kalyanapu		**DATE**	
	X		
NAME OF PARENT OR GUARDIAN	**SIGNATURE**	**ADDRESS (city/state or province/country)**	**DATE**

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0034025507

SURNAME/PRIMARY NAME Ginjupalli	**GIVEN NAME** Likitha	**Class of Admission**
PREFERRED NAME Likitha Ginjupalli	**PASSPORT NAME**	**F-1**
COUNTRY OF BIRTH INDIA	**COUNTRY OF CITIZENSHIP** INDIA	
CITY OF BIRTH Nandigama	**DATE OF BIRTH** 18 AUGUST 2002	
FORM ISSUE REASON INITIAL ATTENDANCE	**ADMISSION NUMBER**	**ACADEMIC AND LANGUAGE**

SCHOOL INFORMATION

SCHOOL NAME University of North Carolina at Charlotte Dubois Center, UNC Charlotte Center City	**SCHOOL ADDRESS** UNC Charlotte, 9201 University City Blvd., Charlotte, NC 28223
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Chau Tran SEVIS Coordinator, International Student & Scholar Office	**SCHOOL CODE AND APPROVAL DATE** ATL214F10291001 04 FEBRUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL MASTER'S	**MAJOR 1** Management Sciences and Quantitative Methods, Other 52.1399	**MAJOR 2** None 00.0000
PROGRAM ENGLISH PROFICIENCY Required	**ENGLISH PROFICIENCY NOTES** Student is proficient	**EARLIEST ADMISSION DATE** 22 JULY 2023
START OF CLASSES 21 AUGUST 2023	**PROGRAM START/END DATE** 21 AUGUST 2023 - 31 MAY 2025	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 10 MONTHS		**STUDENT'S FUNDING FOR:** 10 MONTHS	
Tuition and Fees	$ 32,500	Personal Funds	$ 0
Living Expenses	$ 19,000	Funds From This School	$
Expenses of Dependents (0)	$ 0	Family Funds	$ 55,004
Health Insurance	$ 3,000	On-Campus Employment	$ 0
TOTAL	$ 54,500	TOTAL	$ 55,004

REMARKS

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X Chautran

SIGNATURE OF: Chau Tran, SEVIS Coordinator, International Student & Scholar Office	**DATE ISSUED** 28 February 2023	**PLACE ISSUED** Charlotte,NC

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X

SIGNATURE OF: Likitha Ginjupalli		**DATE**	
NAME OF PARENT OR GUARDIAN	X **SIGNATURE**	**ADDRESS (city/state or province/country)**	**DATE**

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh - India - Pin: 521180

Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0034675167

SURNAME/PRIMARY NAME Yarragunta	**GIVEN NAME** Narmada	**Class of Admission**
PREFERRED NAME Narmada Yarragunta	**PASSPORT NAME** YARRAGUNTA NARMADA	**F-1**
COUNTRY OF BIRTH INDIA	**COUNTRY OF CITIZENSHIP** INDIA	
CITY OF BIRTH Chennaraopalem	**DATE OF BIRTH** 24 JULY 2001	
FORM ISSUE REASON INITIAL ATTENDANCE	**ADMISSION NUMBER**	**ACADEMIC AND LANGUAGE**

SCHOOL INFORMATION

SCHOOL NAME Florida Atlantic University Boca Raton	**SCHOOL ADDRESS** Florida Atlantic University, 777 Glades Road, Boca Raton, FL 33431
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Ka-Kei Maggie Ng Coordinator, International Student Services	**SCHOOL CODE AND APPROVAL DATE** MIA214F00308000 03 SEPTEMBER 2002

PROGRAM OF STUDY

EDUCATION LEVEL MASTER'S	**MAJOR 1** Computer and Information Sciences, General 11.0101	**MAJOR 2** None 00.0000
PROGRAM ENGLISH PROFICIENCY Required	**ENGLISH PROFICIENCY NOTES** Student is proficient	**EARLIEST ADMISSION DATE** 20 JULY 2023
START OF CLASSES 19 AUGUST 2023	**PROGRAM START/END DATE** 19 AUGUST 2023 - 05 AUGUST 2025	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 12 MONTHS		**STUDENT'S FUNDING FOR:** 12 MONTHS	
Tuition and Fees	$ 18,483	Personal Funds	$ 0
Living Expenses	$ 24,046	Funds From This School	$ 0
Expenses of Dependents (0)	$ 0	Family Funds	$ 45,385
Books, Supplies, and Mandatory Medical	$ 2,856	On-Campus Employment	$ 0
TOTAL	$ 45,385	TOTAL	$ 45,385

REMARKS

Student must comply with the mandatory insurance requirement prior to enrollment of courses. Student must complete check-in upon arrival and attend immigration orientation. International student information is available at http://www.fau.edu/isss

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X **SIGNATURE OF:** Ka-Kei Maggie Ng, Coordinator, International Student Services	**DATE ISSUED** 26 June 2023	**PLACE ISSUED** Boca Raton, FL

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X
SIGNATURE OF: Narmada Yarragunta — **DATE**

X

NAME OF PARENT OR GUARDIAN	**SIGNATURE**	**ADDRESS (city/state or province/country)**	**DATE**

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

UNIVERSITY OF CENTRAL MISSOURI

1871

Sandeep Tumu

Student

PRINCIPAL
DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

AUBURN UNIVERSITY AT MONTGOMERY

May 19, 2023

Nagasai, Mirthivada
India

Dear Nagasai, Mirthivada:

Upon reviewing your application for admission to Graduate School at Auburn University at Montgomery (AUM), I am pleased to inform you that you have been admitted into the MS in Management Information Systems program. You are required to submit your official transcript and diploma of a completed B.S. degree before the end of your first semester of enrollment. If you are unable to provide the documents by that time, you must contact your academic advisor before being allowed to register for future semesters.

Degree:	Master of Science
Major:	Management Information Systems
Student ID#	S00442515
Term:	Fall 2023

Please note, it is AUM's academic policy that all graduate students must maintain a 3.0 overall GPA to continue their enrollment in the program.

Check-in and International Student Orientation for all new international students **will be held on August 9th, 10th, and 11th, 2023. It is mandatory for all incoming AUM international students.** Fall 2023 classes begin August 16th, 2023.

Please contact Ms. Cur'Tara Peterson, Academic Advisor/Outreach Coordinator, at cpeters3@aum.edu if you have any questions concerning the MSMIS Program. You should be pleased to know that the business programs offered by the College of Business at Auburn University Montgomery are accredited by the Association for the Advancement of Collegiate Schools of Business International (AACSB).

Choosing Auburn University at Montgomery means engaging in challenging academic pursuits and exploring opportunities that will prepare you for your future—any future you can imagine. You will do this in one of the world's greatest cities, full of opportunities to enjoy culture, sports, the arts, and great food.

I am delighted you have chosen AUM to pursue your graduate education and hope you find your graduate work both enjoyable and profitable. On behalf of our faculty and staff, I look forward to welcoming you as a member of the AUM family.

Sincerely,

Matthew Ragland

Dr. Matthew Ragland
Associate Provost for Graduate Studies and Faculty Services

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DVR & Dr. HS MIC College of Technology
Kanchikacherla, N.T.R. Dt.
Andhra Pradesh, India – Pin: 521180

AUBURN UNIVERSITY AT MONTGOMERY | Office of Global Initiatives
P.O. Box 244023 | Montgomery, AL 36124-4023 | Telephone: 334-244-3375
www.aum.edu

AUBURN UNIVERSITY
AT MONTGOMERY

May 19, 2023

Nagasai, Mirthivada
Program: Management Information Systems, MS

Congratulations! Based on your academic achievements, I am pleased to award you the *International Graduate Focus Scholarship* at Auburn University at Montgomery (AUM) for the 2023-2024 academic year. This is an outstanding accomplishment for which you deserve the highest commendation.

The *International Graduate Focus Scholarship* is an award totaling up to $10,000 paid in increments of $2,500 per semester for the length of your program.

Your scholarship will begin in Fall 2023. Your scholarship will be renewed automatically if you maintain good academic standing.

Please note: Those receiving athletic waivers/scholarships, graduate assistantships, or any other tuition waivers will not qualify for this award.

Again, congratulations on your selection as an *International Graduate Focus Scholarship* recipient. If you need additional information or assistance, please contact the Office of Global Initiatives at global@aum.edu.

Welcome to the AUM family!

Sincerely,

Sameer Pande

Sameer Pande, Ph.D.
Associate Provost for Enrollment Management and Student Success
Auburn University at Montgomery

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Kanchikacherla, N.T.R. Dt.
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Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0033728944

SURNAME/PRIMARY NAME Nanagala	**GIVEN NAME** Vijay	**Class of Admission** F-1
PREFERRED NAME	**PASSPORT NAME**	
COUNTRY OF BIRTH INDIA	**COUNTRY OF CITIZENSHIP** INDIA	
CITY OF BIRTH	**DATE OF BIRTH** 07 MARCH 2000	
FORM ISSUE REASON INITIAL ATTENDANCE	**ADMISSION NUMBER**	ACADEMIC AND LANGUAGE

SCHOOL INFORMATION

SCHOOL NAME University of Bridgeport University of Bridgeport	**SCHOOL ADDRESS** International Center for Students and Scholars, 126 Park Ave., G-level, Bridgeport, CT 06604
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Mariel Batata International Admissions Officer	**SCHOOL CODE AND APPROVAL DATE** E08214F10145000 02 JANUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL MASTER'S	**MAJOR 1** Mechanical Engineering 14.1901	**MAJOR 2** None 00.0000
PROGRAM ENGLISH PROFICIENCY Required	**ENGLISH PROFICIENCY NOTES** Student is proficient	**EARLIEST ADMISSION DATE** 04 DECEMBER 2022
START OF CLASSES 09 JANUARY 2023	**PROGRAM START/END DATE** 03 JANUARY 2023 - 01 JANUARY 2025	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 9 MONTHS		STUDENT'S FUNDING FOR: 9 MONTHS	
Tuition and Fees	$ 22,060	Personal Funds	$ 37,600
Living Expenses	$ 16,350	Academic Merit Award	$ 3,000
Expenses of Dependents (0)	$ 0	Funds From Another Source	$
7d Insurance	$ 2,190	On-Campus Employment	$
TOTAL	$ 40,600	TOTAL	$ 40,600

REMARKS

Semester costs are due at registration. Expect a 3-5% increase in costs. I-20 issued and signed electronically due to COVID-19 per SEVP guidance.

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above school and am authorized to issue this form.

X SIGNATURE OF: Mariel Batata, International Admissions Officer	DATE ISSUED 08 November 2022	PLACE ISSUED Bridgeport, CT

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. Parent or guardian, and student, must sign if student is under 18.

X SIGNATURE OF: Vijay Nanagala		DATE	
NAME OF PARENT OR GUARDIAN	X SIGNATURE	ADDRESS (city/state or province/country)	DATE

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Andhra Pradesh, India – Pin: 521180

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Department of Homeland Security
U.S. Immigration and Customs Enforcement

I-20, Certificate of Eligibility for Nonimmigrant Student Status
OMB NO. 1653-0038

SEVIS ID: N0033321496

SURNAME/PRIMARY NAME Narisetty	**GIVEN NAME** Anirudh Kumar	**Class of Admission** **F-1** **ACADEMIC AND LANGUAGE**
PREFERRED NAME Anirudh Kumar Narisetty	**PASSPORT NAME**	
COUNTRY OF BIRTH INDIA	**COUNTRY OF CITIZENSHIP** INDIA	
CITY OF BIRTH MANGALAGIRI	**DATE OF BIRTH** 25 MAY 1998	
FORM ISSUE REASON CONTINUED ATTENDANCE	**ADMISSION NUMBER** 4898598665A3	

SCHOOL INFORMATION

SCHOOL NAME University of Illinois Springfield University of Illinois Springfield	**SCHOOL ADDRESS** One University Plaza, Springfield, IL 62703
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Tracy Rakes Immigration Specialist	**SCHOOL CODE AND APPROVAL DATE** CHI214F06390000 28 JANUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL MASTER'S	**MAJOR 1** Computer Systems Analysis/Analyst 11.0501	**MAJOR 2** None 00.0000
PROGRAM ENGLISH PROFICIENCY Required	**ENGLISH PROFICIENCY NOTES** Student is proficient	**EARLIEST ADMISSION DATE** 18 JULY 2022
START OF CLASSES 19 AUGUST 2022	**PROGRAM START/END DATE** 17 AUGUST 2022 - 16 DECEMBER 2023	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 12 MONTHS		STUDENT'S FUNDING FOR: 12 MONTHS	
Tuition and Fees	$ 22,200	Personal Funds	$ 0
Living Expenses	$ 9,700	Funds From This School	$
Expenses of Dependents (0)	$	Family	$ 35,000
Insurance/Transportation/Books	$ 3,100	On-Campus Employment	$
TOTAL	$ 35,000	TOTAL	$ 35,000

REMARKS

Student has met the academic year requirement and seeks practical training in his field of study.

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

X SIGNATURE OF: Tracy Rakes, Immigration Specialist	**DATE ISSUED** 29 September 2023	**PLACE ISSUED** Springfield, IL

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

X **SIGNATURE OF:** Anirudh Kumar Narisetty		**DATE**	
NAME OF PARENT OR GUARDIAN	X **SIGNATURE**	**ADDRESS (city/state or province/country)**	**DATE**

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Andhra Pradesh, India – Pin: 521180

22-23
ECE

Contact

vyshuak@gmail.com

www.linkedin.com/in/vyshnavi-priya-tummalagunta-a39aa21ba (LinkedIn)

Top Skills

Video Conferencing

Troubleshooting

Technical Documentation

Vyshnavi Priya Tummalagunta

Student at Lakehead University

Canada

Education

Lakehead University

Master's degree, Computer Science · (September 2022)

Devineni Venkata Ramana & Dr. Hima Sekhar MIC College of Technology

Bachelor of Technology - BTech, Computer Science · (2016 - 2020)

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