



ISMS (Information Security Management System) Compliance Undertaking

I hereby confirm that I will abide with Information Security Policy & Acceptable IT Usage Policy of Capgemini India, that are published at <https://talent.capgemini.com/in/pages/supportfunctions/isms/>. I will read these policies within 5 days of commencement of employment at Capgemini and shall comply on ongoing basis will all the obligations articulated therein.

I understand that the purpose of these documents is to define acceptable and unacceptable behaviour when using Capgemini India computing facility and to know what actions may be taken if the terms of this agreement are violated.

Further I hereby undertake that I will abide by the provisions of these policies all the time.

Name of employee: Koka Ravalika Sai

Location: Hyderabad

Date of Acknowledgement (dd-mmm-yyyy, timestamp in UTC zone): 02-May-2021 15:23:18 PM

I agree and acknowledge the above information: Yes



CAPGEMINI TECHNOLOGY SERVICES INDIA LIMITED
Plot No.14, Rajiv Gandhi Infotech Park,
Hinjewadi, Phase-III, MIDC-SEZ, Village Man Taluka Mulshi,
Pune, Maharashtra - 411057

ACKNOWLEDGEMENT

I hereby confirm that I will abide with the standards of conduct set forth in Capgemini Code of Business Ethics ("Code") which is available at

http://talent.capgemini.com/global/pages/about_us/our_group/ethicsandcompliance/code_business_ethics/ and

imbibe the spirit of the Code in my conduct in Capgemini.

I undertake that I will undergo the E-learning Training on the Code within fifteen days of my joining at Capgemini.

Name of Employee: Koka Ravalika Sai

Date of Acknowledgement (dd-mmm-yyyy, timestamp in UTC zone): 02-May-2021 15:23:18 PM

Location: Hyderabad

I agree and acknowledge the above information: Yes



Employee Self Declaration

Subject: Pre Employment Medical Fitment

Name: Koka Ravalika Sai

Location: Hyderabad

Designation: Associate Consultant

I have got myself medically examined in the last 3 months and declare that I am medically fit. I have no communicable disease and I am not addicted to drugs or substance abuse. I will be liable for disciplinary action if this declaration is found false.

I am aware of the fact that in case it comes to the knowledge of Capgemini that my representations are not true, Capgemini shall have the right to terminate my services forthwith without assigning any reasons whatsoever, without any notice.

I confirm that I am making the affidavit on oath and am aware of the conditions of the same and the above shall be binding upon me at all times during my services at Capgemini.

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I agree and acknowledge the above information: Yes



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www.capgemini.com

ACKNOWLEDGEMENT

I agree to abide by Group Anti-Corruption Policy which is available at :

https://talent.capgemini.com/global/pages/about_us/global_functions/ethicsandcompliance/policies_guidelines/policies/Group_Anti_Corruption_Policy/

I also undertake to undergo the e-learning Training on the Group Anti-Corruption Policy within fifteen days of my joining at Capgemini.

Name of Employee: Koka Ravalika Sai

Date of Acknowledgement (dd-mmm-yyyy, timestamp in UTC zone): 02-May-2021 15:23:18 PM

Location: Hyderabad

I agree and acknowledge the above information: Yes



EQUAL OPPORTUNITY FORM

Capgemini is an equal opportunity employer. As per the policy, employees with disabilities (including persons with orthopedic, visual, hearing, speech, learning disabilities, psycho-social impairment, multiple disabilities or any other medical condition) can seek any reasonable adjustment that they may need due to their disability. Sharing information on disability is voluntary*. The information would be kept confidential, and would be shared only with relevant people who may need to provide the adjustment that you may have requested for or to the Emergency Team, in case you need any support during emergency situation. This information would also enable Capgemini to pass on any benefits like Income/ Professional Tax exemptions etc. provided by the Indian Government to people with disabilities. Please submit the Disability Certificate for getting Government benefits.

Q.1	Do you have any disability/medical condition? (Yes/No)	No
Q.2	What is the nature of your Impairment? Please tick an appropriate option:	
	<ul style="list-style-type: none"><input type="checkbox"/> Locomotor Disability<input type="checkbox"/> Leprosy Cured persons<input type="checkbox"/> Cerebral Palsy<input type="checkbox"/> Dwarfism<input type="checkbox"/> Muscular Dystrophy<input type="checkbox"/> Acid Attack victim<input type="checkbox"/> Blindness<input type="checkbox"/> Low-vision<input type="checkbox"/> Hearing Impairment<input type="checkbox"/> Speech and Language disability<input type="checkbox"/> Intellectual Disability<input type="checkbox"/> Specific Learning Disabilities<input type="checkbox"/> Autism Spectrum Disorder<input type="checkbox"/> Mental Illness<input type="checkbox"/> Chronic Neurological conditions<input type="checkbox"/> Multiple Sclerosis<input type="checkbox"/> Parkinson's disease<input type="checkbox"/> Hemophilia<input type="checkbox"/> Thalassemia<input type="checkbox"/> Sickle Cell disease<input type="checkbox"/> Multiple Disabilities (more than one of the above specified) including deaf blindness	



Q.3	Do you need any work place adjustments/assistance to enable you to Perform your job? (Yes/ No)	No
<i>If yes, please specify</i>		
Q.4	Do you need any assistance in the event of an emergency evacuation (Yes/No)	No
<i>If yes, please specify</i>		
Q.5	Do you have a Disability Certificate issued by the Government? (Yes/No)	
Date of Acknowledgment : 02-May-2021 15:23:18 PM (dd-mmm-yyyy, timestamp in UTC zone)		I agree and acknowledge the above information: Yes
<p>* Please Note that any information provided by the employee will be processed according to the fair principles laid down in the Capgemini Data Privacy Policy. The detailed text of the policy will be available on http://talent.capgemini.com/media_library/Medias/Legal/Capgemini_Data_Protection_Policy - 22.4.2015.pdf</p>		



The Blue Book contains the Group Fundamentals, Guidelines and Policies.

In our largely decentralized and entrepreneurial organization, it is critical to have a set of common guidelines and procedures which govern our fundamental operation as a Group. The Group "Blue Book" originally created in 1989 as a managers' rulebook – which was blue in color! - it provides a common framework for every employee to work effectively as one Group.

The Blue Book tells you everything you need to know about the Group's objectives, ethics and values, governance and organization structures, as well as key principles and processes in the areas of Sales, Risk Management, Pricing & Contracting, Legal, Delivery and support processes such as Finance, HR, IT and many more.

A copy of Blue Book can be downloaded at the following link

http://talent.capgemini.com/global/pages/about_us/our_group/ethicsandcompliance/policies_guidelines/policies/blue_book_intro

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I agree and acknowledge the above information: Yes