



IBM Daksh Business Process Services Pvt. Ltd.
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Private & Confidential

Date: 04/05/2011

B1212 INDRALOK
ESTATE - 1
PAIK PARA, KOLKATA-2

APPOINTMENT LETTER

Dear ARITRA CHATTERJEE,

Subsequent to the meetings between IBM Daksh Business Process Services Private Limited (Company) and you, we are pleased to make an offer of employment on the following terms and conditions. Your compensation and benefits are detailed in the attached Annexure.

1. Appointment

1.1 You shall be appointed to the position of **Customer Care Executive** in Band 3. Your designation may be changed at the discretion of the Company depending on the work assigned to you.

1.2 Your initial place of work shall be **Kolkata**.

However, your services are transferable to any other role, competency, place or office of the Company or to any subsidiary or associate company, whether now existing or still to be formed. Such transfer/deputation will be in accordance with the Company's rules being in force at the time.

On transfer or assignment, you will be governed by the Rules, Regulations and Conditions of Service applicable to that location or role.

Refusal to accept such transfer or assignment may lead to disciplinary action including but not limited to termination of your employment.

1.3 Your appointment will be effective from 13.05.11 or at an earlier date as mutually agreed, subject to your completing the **pre-on boarding** formalities. You are required to submit all the documents (as per the Mandatory Document Checklist) on 12.05.11 failing which the Company reserves the right to withdraw this offer letter and/or cancel your appointment. If this date is not suitable, please contact us immediately at anurakuj@dc.ibm.com to seek an alternative date on which to submit all required documents. Please note that the offer will be withdrawn at the joining date if you do not notify us of your acceptance or we are unable to agree to an alternate joining date.

1.4 On pre-on boarding / joining you shall report to **BUHR** or any other person nominated by him/her.

1.5 As per Company regulations you are required to furnish before joining, documentary proof of your last drawn salary, educational qualifications and work testimonials and also that you are free from any contractual restrictions preventing you from accepting this offer or starting work on the above-mentioned date. (Document Checklist)

Saibal Roy
4.5.11
Signature of Authorized Signatory

Aritra Chatterjee
04/05/2011
Signature of Candidate

CORP/REC/ART/AGHR/APL/4.3

Registered Office : Birla Tower, 1st Floor, 25 Barakhamba Road, Connaught Place, New Delhi - 110001