

Transfer from US - TX - VIRTUAL S&P to CIQ (HYD)-Srinivas Rallapalli



Vadla, Mamatha

To: Manyam, Indira Devi; Rallapalli, Srinivas  
Cc: Aggarwal, Varsha; Chakravarthy, Kalyan; Gorawara, Gautam; Chintalapati, Venkat

Retention Policy Market Intelligence-1 (3 years)

Reply Reply All

Expires: 5/10/2025

Hi All,

Please take a note of mentioned transferring employee. Workday transfer transaction is completed, below are few details for your quick reference:

Employee Details			
EIN	810840442	Employee Name	Srinivas Rallapalli
Effective date of Transfer	May 06 ,2022	New Work Location	HYD-CIQ
Old Location	US	New Payroll Location	HYD
Old Payroll Location	US	New Manager	Venkat Chintalapati
Old Manager	Bhoja Vundyal		

Kindly initiate Onboarding at CIQ(HYD).

Dear Srinivas,

Congratulation on your transfer!

As part of on-boarding:

- Please fill the [Statutory Forms](#) to help us in ensuring continuity of statutory benefits. Please ensure that the hire date mentioned in the form will be same as the **Transfer Effective Date**. Further filled forms are to be submitted to the below SPOC's.

Location	SPOC
Ahmedabad	Darshie Shah
Gurgaon & Mumbai	Robin Massey
Hyderabad	Mamatha Vadla

- Update Personal Information on Workday
  - Pan no.
  - Aadhar no.
  - Passport no.
  - Nationality
- Update income tax declaration in Workday using the Pay tab

In case of further query, reach out to us at [People Services Center](#)

Thanks & Regards,

Mamatha V

Specialist-People Services

Email ID: [Mamatha.vadla@spglobal.com](mailto:Mamatha.vadla@spglobal.com)

**S&P Global**

**People First**

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