



Cognizant

Cognizant Technology Solutions India Private Limited

Manyata Embassy Business Park, Mahogany (F2) Building
Hebbal Outer Ring Road, Rachenahalli
Bangalore - 560045
Karnataka

CIN- U72300TN1994PTC026590

Tel: +91 80 42700000

Fax: +91 80 30026464

Email: cognizantindia@cognizant.com

Website: www.cognizant.com

February 10, 2015

Sayon Adhikary
Narula Institute Of Technology
Candidate ID - 5540159

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an annual Total Remuneration (TR) of **Rs.301, 500/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.11, 500/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Compensation (ATC) would stand revised to **Rs.335,000/-**. This includes an annual incentive component (target) of **Rs.20, 000/-**. Cognizant will continue its contribution towards benefits such as Medical, Accident, Life Insurance and Gratuity as part of your Total Remuneration (TR) package.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

At the time of joining, please submit the following documents:

- Photocopy of your certificates and mark sheets in support of your educational qualifications (10th onwards)
- Photocopy of your passport. Please ensure that you possess a valid Indian passport at the time of joining
- Four-passport size and two-stamp size, color photographs
- Permanent Account Number (PAN) along with the original card
- Duly signed acknowledged copy of the offer letter

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note that this appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

We look forward to your joining us. Should you have any further questions or clarifications, please reach us at campus@cognizant.com.

Yours sincerely,
For Cognizant Technology Solutions India Pvt. Ltd.,

Sriram Rajagopal
VP - HR



Cognizant

Cognizant Technology Solutions India Private Limited
Manyata Embassy Business Park, Mahogany (F2) Building
Hebbal Outer Ring Road, Rachenahalli
Bangalore - 560045
Karnataka

CIN- U72300TN1994PTC026590
Tel: +91 80 42700000
Fax: +91 80 30026464
Email: cognizantindia@cognizant.com
Website: www.cognizant.com

Annexure A

Name: Sayon Adhikary		Designation: Programmer Analyst Trainee	
Sl. No.	Description	Monthly	Annual
1	Basic	7,875	94,500
2	HRA @ 60 percent of the Basic*	4,725	56,700
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1,250	15,000
5	Company's Contribution to PF #	945	11,340
6	Special Allowance *	6,905	82,860
7	Incentive Indication (Per annum) **		20,000
	Company's contribution towards benefits (Medical, Accident, Life Insurance and Gratuity)		11,500
	Annual Total Remuneration		301,500

As an associate you are also entitled to the following additional benefits:

- ▶ Floating Medical Insurance Coverage of Rs. 250,000/- per annum for self and maximum of 3 dependents
- ▶ Round-the- Clock Personal Accident & Life Insurance coverage
- ▶ Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

PF is contributed at 12% of your basic subject to a minimum of Rs.780 per month. If you are an International worker, it is contributed at 12% of your monthly gross compensation excluding HRA.

* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

** **Incentive Indication:** Incentive amount may be higher, lower or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is pro-rated to the duration spent with Cognizant for a calendar year and will be paid to you only if you are active on Cognizant's payroll on the day the incentive is paid.