

Dear Saurabh Raj Singh

This is with respect to the offer letter dated 24-May-2022 and my acceptance dated 24-May-2022 and further communication regarding my joining at HCL Technologies Ltd. ("HCL") where I was to join HCL on 26-May-2022.

I understand that currently HCL is assisting me with remote onboarding due to the restrictions imposed by a national lockdown to contain the outbreak of the novel COVID-19 and for the same reason I shall not be able to submit all the necessary pre and post-joining documents in original, as sought for by HCL, on the date and at the time of my joining.

However, I, Saurabh Raj Singh, hereby undertake that all the necessary pre and post joining documents required to facilitate the process of my onboarding (listed below) and commencement of employment shall be submitted to HCL by me in original form and duly executed hard copy within 7 (seven) working days of the date as of when the restrictions imposed in the country currently, are eased out and I am allowed to travel to any of the HCL offices.

Pen Signature on each page of following:

- 1. New Joiner Docket (Personal Information Form)*
- 2. List of Documents as per Checklist*
- 3. Offer and Appointment letter with Compensation Structure*

I further, undertake and agree that commencement of my employment and its continuity is contingent upon the submission of the documents in original and duly signed form as set out above. I also agree that in the event of non-compliance/ non-submission of the same, HCL shall reserve all rights to terminate my employment forthwith and I shall bring no claim against HCL in any court of law or before any Governmental authority against termination of my employment on grounds of non-submission of the above documents within the prescribed time as mentioned herein above .*

Sincerely Yours

**I hereby also confirm that there is no overlap of my previous employment from day of joining HCL*