



December 2020

Name: SUBHRADIP SINHA

Employee Number: 20177110

Process: Facebook

Dear **SUBHRADIP SINHA**,

Subject: Regarding redeployment program (Bench Period)

We wish to inform you that you will now be considered as part of a redeployment program called Bench Period (bench) as per the requirements of Wipro:

- During the bench, you will receive your salary as per the terms and conditions laid down by the WBPS bench policy.
- Wipro will explore all available opportunities (up to a maximum of 3) across Wipro BPS locations as per the policy of Wipro.
- You will appreciate that if for any reason you are unable to accept any of the options provided to you OR do not meet the prescribed selection criteria OR no suitable redeployment options are available meeting your credentials, then it would be difficult for us to provide you further opportunities.
- In such an event we will have no other option but to part ways for our mutual benefit.
- Please consider the date of issuance of this letter as a formal intimation of the start of your notice period, from the employer's side, as per the clause 5 of your appointment letter.
- Your bench period shall start from date December 23, 2020 till February 21, 2021 (notice period).
- Please note that we shall withdraw the notice in January 2020 issued to you if you are able to get redeployed to any other opportunity within WBPS before the end of the above mentioned bench period. The same shall not be considered at any other point of time, within your tenure in Wipro.

We wish to reiterate, you continue to remain a valued employee. In case you need any further clarification or wish to speak please do not hesitate to contact your respective HR SPOC/Process Leader. We appreciate your understanding and cooperation.

Yours truly,

For Wipro DOP

A handwritten signature in black ink, appearing to read "Kunal", is written over a horizontal line.

Kunal Dhar Sharma, AVP