

BACKGROUND CHECK FORM

Business Associates (BA)

photo Paste

Paste your
recent Passport
Size Photo here

TCS BA No.:
(For Office Use Only)

Have you served as BA in TCS earlier?
YES / NO

If yes, mention your BA No. assigned
earlier :

BA Company Name:

TCS Branch Joined:

Designation: Business Associate

Date of joining:

Name of the Applicant (Full name expanding initials):

PRAVEEN VENKATA BOKKA

Contact Landline Phone no.:

9490266356

Mobile Phone no.:

9490266356

email id:

bvpraveen5@gmail.com

Father's Name:

RAMA CHANDRA RAO

Date of birth (Attach Proof):

07-03-1992

Marital Status: Single / Married

SINGLE

Nationality:

INDIAN

A. Present Residential Address: (Attach Proof)

Period of Stay | From : 2010

To: TILL DATE

Landmark:

3-1501, GANDHI NAGAR - SECUNDRAZABAD

City/Town:

State:

Pin code: 500030

B. Other Residential Address: (Furnish other addresses of your residence in the last seven (7) years) →

Other Residential Address 1:

Other Residential Address 2:

Other Residential Address 3:

From : 2007 To: 2010

From :

To:

From : To:

1-3-54, ECIL
HYDRERABAD

City/Town:

City/Town:

City/Town:

State:

State:

State:

Pin code:

Pin code:

Pin code:

Landmark:

Landmark:

Landmark:

Attach Additional Sheet, if you have stayed in more than 3 Other Residential addresses (locations)

C. Permanent Address: (Attach Proof)

Period of Stay | From : 2010

To: TILL DATE

Landmark:

3-25, RAMALAYAM, ANANTHA VARAM, EAST GODAVARI

City/Town:

State: A.P

Pin code: 533222

Contact Landline Phone no.:

Mobile Phone no.:



A) Is any case pending against you in any court of Law at the time of filling up this Background Check Form?

Yes / No ✓

B) Is any case pending against you in any University or any other educational authority / institution at the time of filling up this Background Check Form?

Yes / No ✓

C) If the answer to any of the above mentioned questions is 'Yes' give full particulars of the case / arrest / detention / fine / conviction / sentence / punishment etc. and / or the nature of the case pending in the Court / University / Educational Authority etc., at the time of filling up this form (Attach additional sheet, if required)

Reference Details:		Payroll Company 1 HR	Project Reporting Authority ↑ PM
Reference Name (No Relatives/Friends to be given as Reference)		Reference 1 HR	Reference 2 PM
Title & Designation: (Supervisor/Person holding responsible Position in a Reputed Organization.):		NEHA	PAVAN REDDY.S.
Is the above mentioned Reference/ Supervisor from the current Company	Yes / No	Yes / No	
Full Address (with Company Name):	Source One Management Services (P) LTD, # 15, 2nd Flr, Banerghata, Bangalore - Accenture Services (P) Ltd, mind Space. Hitech City, Madhapur Hyderabad -		
Contact details	Official email ID:	neha.niranjan@m Sourceone.com	P.reddySingadi@accenture.com
	Landline Telephone No.:	9494944774	
	Mobile Phone No.:	080 - 67586085	
Period for which the Reference knows the Applicant (Minimum 2 years)			
Relationship with the Applicant (No Relatives/Friends)	HR	PM	

Passport Details (Attach Proof):

(i) Name as in Passport:	BOKKA Praveen Venkata		
(ii) Passport No.:	K.9444313	(iii) Place of Issue :	Vishakapatnam
(iv) Date of Issue :	19/02/2013	(v) Date of Expiry :	18/02/2023



Educational Qualifications (Attach Proof)

Name as in Certificate: _____

B.Tech

Qualification	Highest Degree	Qualification prior to Highest Degree
Mode of Education (Full time/Correspondence/Parttime):	FULL TIME	FULL TIME
Name of Examination Passed (B.E./M.Tech, etc.):	B.Tech	MPC
Specialization / Main Subjects:	ECE	Maths physic chemistry
Name of Institute / College / University:	Srinivasa Institute of Engineering & Technology	Sri Sai Cooperative Jr. College .
Address: (Give Complete Address)		
Institute / College / University Details	City/Town: Kakinada State: A.P. Pin code: Landmark:	City/Town: VIJAYAWADA State: A.P. Pin code: Landmark:
Office Landline Ph No.:		BOARD OF INTERMEDIATE
Name of Affiliated University:	JNTU Kakinada	HYDERABAD
Affiliated University Location:	Kakinada	
Period of Study	Date From: Date To:	June - 2009 May - 2013
Seat No. / Roll No / Regn No.:	095N7A0405	0905211337
Year of Passing:	2013	2009
% of marks & Class / Grade obtained:	64 %.	91 %.



Employment Details (Starting from your Current/Immediate Last Employment) (Attach Proof):

Name of the BA Company :

		Present Company	Recent Company		
Previous Employer's Description		Current BA Company		Previous Employment	
Period	Date of emp. From:			03rd Dec - 2013	
	Date of emp. To:			Till Date	
Employee Details	Designation:			Software Engineer	
	Employee #:			SDO 3268- Emp-I D No	
HR Details	HR Name:	Siva Prasad. P.		Neha	
	HR Designation:	Asst. Manager - H. R.		H.R	
Supervisor Details	Office Landline Ph No.:	040 - 40144959	Do not provide Mobile Ph No	080 - 67586085	
	Email:	Siva.Prasad.P@focusite.com		Do not provide Mobile Ph No neha.niravjan@msourceone.com	
	Supervisor Name:	Vinod Kumar		Pawan Reddy	
	Supervisor Designation:	Location Head.		P. m.	
	Office Landline Ph No.:	040 - 40144959	Do not provide Mobile Ph No	9494944774	
	Email:	Vinod@focusite.com		Do not provide Mobile Ph No P.reddy@callcentrak.com	
Last drawn CTC:				14,770 per Month	
Reasons for leaving:				Better opportunity	
Employer Details	Employer Name:	FUTURE focus Infotech (P) LTD		Source One Management Services (P) LTD	
	Address: (Give Complete Address incl. Postal code, prominent landmark)	#.201, Gange Estate, Road No 1. Nager Juna circle, Banjara Hills.		Site No-15, 2nd Floor, Bonnevagatha 3rd Phali	
	Town/City:	HYDERABAD		J. P. Nager	
	State:	Telangana	Pin Code: 5000 34	Town/City:	Bangalore
	Office Landline Ph No.:	040 - 40144959	Do not provide Mobile Ph No	State: Karnataka	Pin Code: 560078
Company Status:	Is company currently functioning? Yes / No		Is company currently functioning? Yes / No		



2nd Company
Previous Employment 2

3rd Company
Previous Employment 3

Previous Employer's Description			
Period of employment	Date of emp. From:		
	Date of emp. To:		
Employee Details	Designation:		
	Employee #:		
HR Details	HR Name:		
	HR Designation:		
	Office Landline Ph No.:	Do not provide Mobile Ph No	
	Email:		
Supervisor Details	Supervisor Name:		
	Supervisor Designation:		
	Office Landline Ph No.:	Do not provide Mobile Ph No	
	Email:		
Last drawn CTC:			
Reasons for leaving:			
Employer Details	Employer Name:		
	Address: (Give Complete Address incl. Postal code, prominent landmark)		
	Town/City:		Town/City:
	State:	Pin Code:	State:
	Pin Code:		Pin Code:
	Office Landline Ph No.:	Do not provide Mobile Ph No	
	Company Status:	Is company currently functioning? Yes / No	
	Is company currently functioning? Yes / No		

4th Company5th Company

Previous Employer's Description		Previous Employment 4		Previous Employment 5		
Period of employment	Date of emp. From:					
	Date of emp. To:					
Employee Details	Designation:					
	Employee #:					
HR Details	HR Name:					
	HR Designation:					
	Office Landline Ph No.:		Do not provide Mobile Ph No		Do not provide Mobile Ph No	
	Email:					
Supervisor Details	Supervisor Name:					
	Supervisor Designation:					
	Office Landline Ph No.:		Do not provide Mobile Ph No		Do not provide Mobile Ph No	
	Email:					
Last drawn CTC:						
Reasons for leaving:						
Employer Details	Employer Name:					
	Address: (Give Complete Address incl. Postal code, prominent landmarks)					
	Town/City:		Town/City:			
	State:	Pin Code:	State:	Pin Code:		
	Office Landline Ph No.:		Do not provide Mobile Ph No		Do not provide Mobile Ph No	
	Company Status:	Is company currently functioning? Yes / No		Is company currently functioning? Yes / No		

Note: (i) You may attach additional sheets, if required, to provide more details on your Previous Employments



Declaration and General Consent to Background Investigation

Declaration to be signed by the BA

In connection with rendering services to Tata Consultancy Services Ltd. (the "Company"), as a Business Associate (BA) from

Future Focus Infotech (P) Ltd

(BA Company).

I hereby agree as follows:

GENERAL CONSENT TO BACKGROUND INVESTIGATION

I certify that the information furnished in this form as well as in all other forms filled-in by me in conjunction with my rendering of services as a BA is factually correct and subject to verification by TCS including Reference Check and Background Verification.

I accept that my services as a BA can be revoked and/ or terminated without any notice at any time in future if any information has been found to be false, misleading, deliberately omitted/ suppressed.

As a condition of Company's consideration of my rendering of services as a BA to the Company, I hereby give my consent to the Company to investigate or cause to be investigated through any third parties my personal, educational and pre or post employment history. I understand that the background investigation will include, but not be limited to, verification of all information given by me to the Company. I confirm that the Company is entitled to share such investigation report with its clients to the extent necessary in connection with the Services, which I may be required to provide to such clients. I confirm and undertake that the Company shall incur no liability or obligation of any nature whatsoever resulting from such investigation or sharing of the investigation results as above.

I certify that I am at present in sound mental and physical condition to undertake my rendering of services as a BA with TCS. I also declare that there is no criminal case filed against me or pending against me in any Court of law in India or abroad and no restrictions are placed on my travelling anywhere in India or abroad for the purpose of business of the company.

I Agree : Yes

Signature

Name

Praveen Venkata Bokka

Place

Hyderabad

Date



Gaps during Education/Employment (Attach Proof):

	From	To	Reasons for gap
Gap Period 1	2009 July	2010 Aug-	Searching for Job.
Gap Period 2			

DECLARATION (To be signed by the Applicant)

I certify that the information furnished in this form is factually correct and complete in all respects to the best of my knowledge and belief.

Place _____

Signature of Applicant _____

Date _____

Name _____



Please attach the following documents along with this Background Check Form:

- (a) Your recent Passport size photograph pasted at the appropriate place
- (b) Self-attested & Signed Copy of Identity Proof document:
 - Valid Passport / Driving License / PAN Card / Voter's ID card
- (c) Self-attested & Signed Copy of Address Proof document:
 - Ration card / Electricity bill / Landline Telephone bill /
 - House Lease Agreement + Related Documents as required
- (d) Self-attested & Signed Copy of Educational Certificates:
 - Highest Degree Certificate(s) / Provisional Degree Certificate(s)
 - Highest Degree Mark sheets of all exams
- (e) Self-attested & Signed Copy of Employment documents:
 - BA Company Deputation Letter & last 3 months salary certificate
 - Previous Employment
 - (i) Relieving Certificate(s)
 - (ii) Experience Certificates(s)
 - (iii) Salary Certificates – Last 3 months
- (f) Self-attested & Signed – Documents to explain gaps during Education/Employment
 - Attach Affidavit with Notary Authorization for gaps

(Please refer Background Check Form Guidelines/Checklist in Pages 1 & 2 for more details)

For Official Use Only

Verified the following:

- ❖ BGC Consent Letter – signed & attached
- ❖ Recent Passport size photo pasted at the appropriate place
- ❖ BGC Form filled-in with all complete details
- ❖ Address & ID Proof documents self-attested, signed & attached
- ❖ Highest Degree Certificate(s)/Provisional Degree Certificate(s) – copies self-attested, signed & attached
- ❖ Highest Degree Mark sheets of all exams – copies self-attested, signed & attached
- ❖ BA Company deputation letter and salary certificates
- ❖ Previous Employment documents – Relieving Certificates, Experience Certificates, Salary Certificates
- ❖ Documents to explain gaps during Education/Employment – attached

RMG Head/RMG BA BGC SPOC :

Name: _____ Emp #: _____ Signature: _____ Date: _____