

EQUIPMENT REQUEST

Equipment - Eligibility

Dear Shanmugam M

While the majority of our associates use client-provided equipment to perform their daily activities, we do have certain associates who require Cognizant provided equipment to perform their role. Depending on your role/level, you may be automatically eligible for Cognizant provided equipment. Please review the table below to determine your eligibility for equipment.

ELIGIBILITY

Director, Senior Director, Assistant Vice President, Vice President, Senior Vice President	Laptop and Mobile Phone/Blackberry (No additional approval required)
Associate Director	Laptop and Mobile phone (No additional approval required) , Blackberry with Director* approval
Senior Manager and below	Laptop and Mobile phone with Director* approval

* Director must be from within same BU as associate requesting equipment

If Director or Department approval is required, we will seek approval on your behalf upon receipt of this form and processing of your associate ID. If as per the table above, no additional approval is required, and we receive your form at least 5 business days before your start date, we will have equipment ready for you on your first day.

Equipment request form

Associate Name

Shanmugam M

Level

Personal Email ID

test.S@cognizant.com

Contact No

9994282135

Shipping Location (Office / Shipping location)

☒ Office ☐ Shipping

Office Location:

Paddington