

**ARMY INSTITUTE OF TECHNOLOGY, DIGHI, PUNE**

**SUMMARY OF APPOINTMENT ORDERS OF OUTGOING STUDENTS YEARWISE**

**DEPARTMENT NAME : Mechanical**

**YEAR : 2019-20**

<b>Sr No</b>	<b>Name of the Student</b>	<b>Placed Company Name</b>	<b>Appt Order Page no.</b>
1	Mr Abhishek Pundir	Accenture	01-06
2	Mr Ajay Devan	Cap Gemini	07-09
3	Mr Anurudh Kodoth	LTI	10-13
4	Mr Archit Bajpai	Cap Gemini	14-16
5	Mr Avonov Ashish	BMTG ADVISOR	17-22
6	Mr B Nitin Kumar	LTI	23-26
7	Mr Pratap Singh	Accenture	27-31
8	Mr Bishal Kashyap	Accenture	32-36
9	Mr Brijesh Singh	LTI	37-39
10	Mr Deepak Singh Bora	Accenture	40-43
11	Mr Himanshu Rajesh	Accenture	44-47
12	Mr Himanshu Singh	ONIX	48-48
13	Mr Loveneet Rajawat	ADAPT	49-50
14	Mr Malay Mishra	Coffee Day	51-51
15	Mr Malay Ranjan Sahoo	Cap Gemini	52-54
16	Mr Manoj Kale	Forbes Marshal	55-56
17	Mr Mohit Negi	BYJUS	57-62
18	Miss swati Singh	PHILIPS	63-70
19	Miss swati Singh	Tech FMC	71-75
20	Mr Niraj Kumar	FACE	76-77
21	Mr ORN Karthik	Garrett Motion Technology	78-82
22	Mr P Bharadwaja	Coffee Day	83-89
23	Mr Pankaj Kumar Yadav	Cap Gemini	90-92
24	Mr Pawan Kumar	FMC	93-93
25	Mr Prashant Singh	TATA Consultancy	94-99
26	Mr Rachit Bandale	BYJUS	100-101
27	Mr Rahul Singh	Coffee Day	102-102
28	Mr Raja Kushwaha	SAINT GOBAIN	103-104
29	Mr Rohit Patel	FMC	105-105
30	Mr Rohit Prasad	Praj	106-106
31	Mr Sannu A Mathew	Cap Gemini	107-109
32	Mr Sangam Kumar Padhi	FMC	110-110
33	Mr Santosh Bandgar	DAIKIN	111-113
34	Mr Shailesh Kushwaha	Cap Gemini	114-115
35	Mr Shivam Singh Tomar	FMC	116-116
36	Mr Souvik	Cap Gemini	117-118
37	Mr Swadesh Suman	SAINT GOBAIN	119-120
38	Mr Udhar Ganesh	FMC	121-121
39	Mr Vinay Kumar Tiwari	FACE	122-123

ARMY INSTITUTE OF TECHNOLOGY, DIGHI, PUNE

SUMMARY OF APPOINTMENT ORDERS OF OUTGOING STUDENTS YEARWISE

DEPARTMENT NAME : Mechanical

YEAR : 2019-20

Sr No	Name of the Student	Placed Company Name	Appt Order Page no.
40	Mr Vineeth Uppada	Fractal	124-131
41	Mr Vishal Salaria	OLX	132-133
42	Mr Yogendra Sharma	PHILIPS	134-135





Strictly Private and Confidential

Date:01-Feb-2020

Abhishek Pundir  
C8520174

VILL.- BAKYORI, DISTT.- SIRMAUR, TEHSIL- PACHHAD, HIMACHAL PRADESH  
7018046373

Dear Abhishek Pundir,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Role - Application Development Associate**

**Career level - Career level - 12**

**Talent Segment - Software Engineering**



Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA or above, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

**Pre-joiner-Learning Module:** As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter "program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 5.0 Dec 2019

*Abhishek Pundir*  
Candidate's Signature

Reference Id: d99f6e08-8b2b-4bb7-bb3f-8ec216425c2a\_1  
Signed By: Mohan Sekhar



- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you to clear the assessment.

Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.



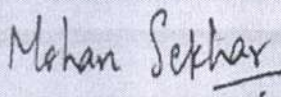
After accepting this Offer, we encourage you visit Countdown to the Company.  
(<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/suggestion or have any query, feel free to write an e-mail to  
<http://indiacampus.accenture.com/candidate>

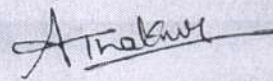
We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:



Mohan Sekhar  
Senior Managing Director  
Lead, Advanced Technology Center, India



ABHISHEK PUNDIR

[ Insert full legal name]



## ANNEXURE 1

### COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	32,500
Maximum Annual Total earning potential (A+B)	4,15,500
<b>(C) Joining Bonus</b>	
Joining Bonus (Refer to the section C)	25,000
<b>(D) Additional Benefits</b>	
Gratuity as per law# + Insurance Premium (notional value)	9,500
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>4,50,000</b>

#### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

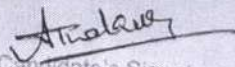
TDS is deducted as applicable from your Income.

#### (B) Local Variable Bonus (LVB)

• As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 32,500. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

#### (C) Joining Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

  
Candidate's Signature



**Note: For International Worker Only\***

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

**Benefits applicable for current Company financial year:**

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.



Details pertaining to relocation allowance will be provided to you at the time of joining the Company. In the unlikely event you choose to leave the Company, or your services are terminated, before the completion of 1 year of employment with the Company, the relocation assistance will be construed as debt due and payable by you and should be repaid on termination of your employment. Any dues payable by you on termination will be recovered from your final settlement to the extent possible.

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Medical Insurance, Personal Accident Insurance and Life Insurance and Relocation Assistance program guidelines.

**From the date of your joining, the compensation and benefits mentioned in this annexure will be applicable to you until any further communication from the Company.**

Following the implementation to the GST regulations with effect from July 1st 2017, please note the treatment to any continuing obligations that you have, pursuant to any signing/joining/relocation/retention bonus as per the terms of your employment, will be as under:

Any signing, joining, relocation or retention bonus received by you will be paid along with salary of the relevant or succeeding pay month. This amount is recoverable as per your employment terms, if your service commitment with Accenture change. Any such recovery or adjustment shall be made from your salary pertaining to the service month before your last working day in the Company. Any shortfalls will be adjusted against any further amounts due and payable to you.





Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Date: September 18, 2019**

**Ref No: HR/Campus/LO2020402470/1**

**Ajay Devan**  
**Army Institute of Technology**

**Letter of Intent ("LOI")**

Dear Ajay Devan,

With reference to your interview conducted by us at Army Institute of Technology, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4 with Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey but with assignments, assessments and webinars as appropriate.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments prior to joining. The progress made by you in this learning journey would not only help you to get on-boarded earlier but also help you to be trained for advanced skills relevant to your career at Capgemini. Also, we encourage you to learn beyond the prescribed course curriculum and acquire Industry recognized certifications to accelerate your career in this competitive industry

Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period.

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com)

Thanking you,  
Yours Sincerely,  
**For & On Behalf of Capgemini**

  
**Puneet Kumra**  
**Head - Fresher Hiring**



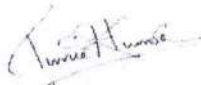
**ANNEXURE 1**

**Ajay Devan**

**Analyst and A4**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to **INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**



**Puneet Kumra  
Head - Fresher Hiring**

**Signature:** \_\_\_\_\_



**Candidate Name: Ajay Devan**

**Date:** 23/09/19





Date: September 3, 2019

Ref: LTI/HR/Campus/2020

Name: Anurudh Kodoth

College: Army Institute of Technology

### OFFER OF EMPLOYMENT

Dear Anurudh Kodoth,

**Welcome** to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,00,000/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

Upon joining and during the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

### TERMS AND CONDITIONS

#### 1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

#### 2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

#### 3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.



**4. Background Verification**

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

**5. Service Agreement**

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

**6. Letter Acceptance**

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.lintinfotech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.

According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



---

Nikhil Govekar  
Sr. Manager - Campus  
Recruitment

I have read the letter and accept the same.

---

Signature and Date



ANNEXURE-1

Name : Anurudh Kodoth		Date : September 3, 2019
Salary Grade : GET(II)		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
<b>A. Base Salary (PA)</b>	<b>425,602</b>	<b>35,466</b>
Annual Incentive	40,000	
<b>B. Total Variable (PA)</b>	<b>40,000</b>	
<b>C. Total Target Cash (A+B)</b>	<b>465,602</b>	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	4,140	
<b>D. Retirals &amp; Other Benefits</b>	<b>34,398</b>	
<b>Cost to Company (CTC) C+D</b>	<b>500,000</b>	



**Medical Insurance Premium:**

The Group Mediciclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.  
Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

**Notes:**

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB)**.

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

\*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

-You are required to declare your options under BoB in the SSC Portal.The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.





Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Date: September 18, 2019**

**Ref No: HR/Campus/LO2020402437/1**

**Archit Bajpai**  
**Army Institute of Technology**

#### Letter of Intent ("LOI")

Dear Archit Bajpai,

With reference to your interview conducted by us at Army Institute of Technology, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4 with Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LoI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey but with assignments, assessments and webinars as appropriate.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments prior to joining. The progress made by you in this learning journey would not only help you to get on-boarded earlier but also help you to be trained for advanced skills relevant to your career at Capgemini. Also, we encourage you to learn beyond the prescribed course curriculum and acquire Industry recognized certifications to accelerate your career in this competitive industry



Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period.

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.


The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com)

Thanking you,  
Yours Sincerely,  
**For & On Behalf of Capgemini**



**Puneet Kumra**  
**Head - Fresher Hiring**



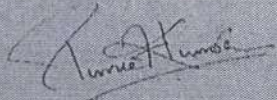
**ANNEXURE 1**

**Archit Bajpai**

**Analyst and A4**

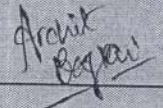
You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**



**Puneet Kumra**  
**Head - Fresher Hiring**

**Signature:** \_\_\_\_\_



**Candidate Name: Archit Bajpai**

**Date: 25/09/2019**



275-2020



June 20, 2020

Avinov Ashish

Village – Majhauri Pachdahi,  
Silaut Basdeo,  
Muzaffarpur, Bihar, 843119

Contact - +91- 8390039626  
E- Mail- avinov004@gmail.com

Sub: Letter of Offer

Dear Avinov,

We are pleased to present the following offer of employment.

This letter will summarize and confirm the details of our offer for you to join BMTG Advisors India Pvt. Ltd, in the position of **Analyst**, at the Gurgaon office commencing on **July 7, 2020**.

#### Reporting Information

On your first day of work, you will report to the HR at 11:00 AM.

#### Base Compensation

You will receive fixed compensation of **INR 6,00,000** annually, less salary deductions and required taxes and withholdings payable every month in equal installments.

#### Equity Grant

You will be eligible to receive interests in the parent company (Better Holdco Inc) in the form of an option to purchase shares equivalent to **500** shares at fair market value determined at the time of the grant vesting ratably on a monthly basis over a period of 4 years beginning on your start date **July 7, 2020**. This grant will be subject to board approval and will be subject to a one-year cliff, such that if employment is terminated before your one-year anniversary, no equity will have vested.

#### Work Hours

Your work shift will be nine hours per day, Monday to Friday, as well as working those hours necessary to get the job done. To meet business objectives, you may be required to work irregular or long hours.

### Probation, Confirmation & Termination

You will be on probation for a period of 3 months from your date of hire, where after if your performance is found satisfactory; you will be confirmed by means of a written intimation. Should you elect to submit your resignation during this period, you will be required to provide one (1) month advance notice, not adjustable either against leave or forfeiture of salary, during which time you may be required to work. During the probation period, the Company reserves the right to terminate your employment without cause by providing 7 days prior notice or payment of basic salary in lieu thereof. At its sole discretion, the company may elect to reduce, dispense with or extend your probation period.

Upon written notice of your confirmation, the terms of your employment will change. A three (3) month notice period, not adjustable either against leave or forfeiture of salary, will be required to effect your resignation during which time you may be required to work. Should the Company choose to terminate your employment, it will be obliged to provide you with thirty (30) days prior notice or payment of basic salary in lieu thereof.

If the exigencies of work so require, the Company may not relieve you earlier than the expiry of the entire period of notice. It shall, however, be open to the Company to accept your resignation with effect from any date earlier than the one offered by you in your resignation letter. In conjunction with your resignation, failure to serve the full notice period and/or to furnish all amounts owed as detailed to you in a Full & Final Settlement Letter may result in the withholding of an Experience Letter or reference to future employers. In case the notice period is not served, you may have to pay an amount equal to the salary of un-served notice period as full and final settlement.

The Company will have the right to terminate your employment without notice or payment of salary in lieu thereof if:

- You commit any breach of your duties and responsibilities under this contract of service
- You are guilty of any gross default or misconduct, which contravenes the expressed or implied conditions of your employment; and
- You commit breach of any of the terms of this appointment letter

### Absence without Notice

Absence without leave or remaining absent beyond the period of leave originally granted or subsequently extended, shall result in voluntary termination of your employment without any notice unless you

- Return to work within **3 days** from the commencement of such absence, and
- Provide satisfactory explanation to management regarding such absence.

This offer of employment is contingent upon you fulfilling each of the following terms:



### Probation, Confirmation & Termination

You will be on probation for a period of 3 months from your date of hire, where after if your performance is found satisfactory; you will be confirmed by means of a written intimation. Should you elect to submit your resignation during this period, you will be required to provide one (1) month advance notice, not adjustable either against leave or forfeiture of salary, during which time you may be required to work. During the probation period, the Company reserves the right to terminate your employment without cause by providing 7 days prior notice or payment of basic salary in lieu thereof. At its sole discretion, the company may elect to reduce, dispense with or extend your probation period.

Upon written notice of your confirmation, the terms of your employment will change. A three (3) month notice period, not adjustable either against leave or forfeiture of salary, will be required to effect your resignation during which time you may be required to work. Should the Company choose to terminate your employment, it will be obliged to provide you with thirty (30) days prior notice or payment of basic salary in lieu thereof.

If the exigencies of work so require, the Company may not relieve you earlier than the expiry of the entire period of notice. It shall, however, be open to the Company to accept your resignation with effect from any date earlier than the one offered by you in your resignation letter. In conjunction with your resignation, failure to serve the full notice period and/or to furnish all amounts owed as detailed to you in a Full & Final Settlement Letter may result in the withholding of an Experience Letter or reference to future employers. In case the notice period is not served, you may have to pay an amount equal to the salary of un-served notice period as full and final settlement.

The Company will have the right to terminate your employment without notice or payment of salary in lieu thereof if:

- You commit any breach of your duties and responsibilities under this contract of service
- You are guilty of any gross default or misconduct, which contravenes the expressed or implied conditions of your employment; and
- You commit breach of any of the terms of this appointment letter

### Absence without Notice

Absence without leave or remaining absent beyond the period of leave originally granted or subsequently extended, shall result in voluntary termination of your employment without any notice unless you

- Return to work within **3 days** from the commencement of such absence, and
- Provide satisfactory explanation to management regarding such absence.

This offer of employment is contingent upon you fulfilling each of the following terms:



**BMTG ADVISORS INDIA PVT. LTD.**

Acknowledgement of Company Handbook and Confidentiality Agreement: As a BMTG Advisors India Pvt. Ltd. employee, you are required to follow its rules and regulations. Therefore, you will be asked to sign and comply with the attached Proprietary Information and Inventions Agreement (the "Proprietary Information Agreement"), which prohibits, among other things, the unauthorized use or disclosure of BMTG Advisors India Pvt. Ltd. confidential and proprietary information. In order to retain necessary flexibility in the administration of its policies and procedures, 1-0 Capital LLC reserves the right to change or revise its policies, procedures, and benefits at any time.

Required Documentation: Please bring the following documents on your first date of joining: At the time of joining please submit the following documents:

- Proof of compensation last drawn
- Date of Birth proof certificate (Copy of passport/Aadhar Card/Pan Card / birth certificate / S.S.C) (Two Copies)
- Original Academic Certificates (all from 10<sup>th</sup> to Highest)
- Original Resignation Letter with acknowledgement
- Relieving letter from previous employer (Original)
- Proof of compensation last drawn (3 Months - Original)
- Passport size photographs (Recent)

This offer letter, together with your Proprietary Information Agreement, forms the complete and exclusive statement of your employment with BMTG Advisors India Pvt. Ltd. Changes to the terms of this letter require a written modification signed by an authorized employee of BMTG Advisors India Pvt. Ltd. Additionally, BMTG Advisors India Pvt. Ltd reserves the right to revoke this offer should it not receive a satisfactory reference check and background screen for you.

If you wish to accept employment at BMTG Advisors India Pvt. Ltd under the terms described above, please sign and date this letter and the Proprietary Information Agreement and return to BMTG Advisors India Pvt. Ltd. Please retain copies for your records.

#### **Employment Regulations**

Whilst employed with the company:

- You will not engage in any trade or profession or undertake any employment, full or part-time, while in the service of the Company;
- You will carry out your duties with diligence and loyalty at all times, keeping the Company's interest paramount;
- You shall not under any circumstances either directly or indirectly, receive or accept for your benefit any commission, rebate, discount or profit from any person, company or firm having business transactions with Organization
- During your employment, you will be bound by the Company's Rules and Regulations framed and enforced from time to time. The Company reserves the right to amend or alter the said Rules and Regulations at its discretion, without any notice thereof, and these will be deemed as Rules and Regulations in terms of your employment;



Acknowledgement of Company Handbook and Confidentiality Agreement: As a BMTG Advisors India Pvt. Ltd. employee, you are required to follow its rules and regulations. Therefore, you will be asked to sign and comply with the attached Proprietary Information and Inventions Agreement (the "Proprietary Information Agreement"), which prohibits, among other things, the unauthorized use or disclosure of BMTG Advisors India Pvt. Ltd. confidential and proprietary information. In order to retain necessary flexibility in the administration of its policies and procedures, 1-0 Capital LLC reserves the right to change or revise its policies, procedures, and benefits at any time.

Required Documentation: Please bring the following documents on your first date of joining: At the time of joining please submit the following documents:

- Proof of compensation last drawn
- Date of Birth proof certificate (Copy of passport/Aadhar Card/Pan Card / birth certificate / S.S.C) (Two Copies)
- Original Academic Certificates (all from 10<sup>th</sup> to Highest)
- Original Resignation Letter with acknowledgement
- Relieving letter from previous employer (Original)
- Proof of compensation last drawn (3 Months - Original)
- Passport size photographs (Recent)

This offer letter, together with your Proprietary Information Agreement, forms the complete and exclusive statement of your employment with BMTG Advisors India Pvt. Ltd. Changes to the terms of this letter require a written modification signed by an authorized employee of BMTG Advisors India Pvt. Ltd. Additionally, BMTG Advisors India Pvt. Ltd reserves the right to revoke this offer should it not receive a satisfactory reference check and background screen for you.

If you wish to accept employment at BMTG Advisors India Pvt. Ltd under the terms described above, please sign and date this letter and the Proprietary Information Agreement and return to BMTG Advisors India Pvt. Ltd. Please retain copies for your records.

#### **Employment Regulations**

Whilst employed with the company:

- You will not engage in any trade or profession or undertake any employment, full or part-time, while in the service of the Company;
- You will carry out your duties with diligence and loyalty at all times, keeping the Company's interest paramount;
- You shall not under any circumstances either directly or indirectly, receive or accept for your benefit any commission, rebate, discount or profit from any person, company or firm having business transactions with Organization
- During your employment, you will be bound by the Company's Rules and Regulations framed and enforced from time to time. The Company reserves the right to amend or alter the said Rules and Regulations at its discretion, without any notice thereof, and these will be deemed as Rules and Regulations in terms of your employment;

- The Company shall verify the facts stated by you in your resume submitted during the interview process. If any of the facts stated therein are found to be false, your services will be terminated immediately without any notice or any compensation in lieu of the notice period;
- The terms and conditions of service are confidential and may not be disclosed to or discussed with anyone;
- You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the company to assign such duties and responsibilities;
- You will be required to apply and maintain highest standards of personal conduct and integrity and comply with all company policies and procedures. All acts subversive of good conduct and discipline like insubordination, gross negligence, corruption, fraud, forgery, misappropriation, etc. would warrant strong disciplinary action from the company.

We are excited that you are joining the team and feel that you have a great deal to contribute. If you have any questions, please feel free to call me at +91 730-320-0424.

Sincerely,

Manisha Bisht  
Human Resources

I understand and accept the terms of this employment offer.

---

Name

Date

Start Date





Date: September 3, 2019  
Ref: LTI/HR/Campus/2020  
Name: B NITIN KUMAR  
College: Army Institute of Technology

### OFFER OF EMPLOYMENT

Dear B NITIN KUMAR,

**Welcome** to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,00,000/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

Upon joining and during the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

### TERMS AND CONDITIONS

#### **1. Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

#### **2. Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

#### **3. Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.



**4. Background Verification**

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

**5. Service Agreement**

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

**6. Letter Acceptance**

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.lntinfotech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.

According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



---

Nikhil Govekar  
Sr. Manager - Campus  
Recruitment

I have read the letter and accept the same.

---

Signature and Date



ANNEXURE-1

Name : B NITIN KUMAR		Date : September 3, 2019
Salary Grade : GET(II)		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
<b>A. Base Salary (PA)</b>	<b>425,602</b>	<b>35,466</b>
Annual Incentive	40,000	
<b>B. Total Variable (PA)</b>	<b>40,000</b>	
<b>C. Total Target Cash (A+B)</b>	<b>465,602</b>	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	4,140	
<b>D. Retirals &amp; Other Benefits</b>	<b>34,398</b>	
<b>Cost to Company (CTC) C+D</b>	<b>500,000</b>	

**Medical Insurance Premium:**

The Group Medclaim Policy of Company covers Employee, Spouse & upto 2 dependent children (below 25 yrs of age) for maximum amount of Rs. 3,00,000/- p.a.

Employees will not be eligible for any other assistance towards domiciliary treatment other than the medical allowances.

**Notes:**

1. Basic will be reckoned for PF, Gratuity (If applicable) and Leave Encashment as per rules.
2. H.R.A. will be deducted for accommodation (if any) provided by the Company.
3. You are covered under the ESIC Act and there will be statutory deductions as per the ESI Policy.
4. The Company can set off or make appropriate adjustment from Bouquet of Benefits towards bonus payable, if any, subsequent to the amendments of payment of Bonus Act.
5. The PF amount shown is the Employer's contribution. An equal amount will be deducted as Employee's Contribution
6. The eligibility for payment of Gratuity is a minimum of five years of service in the Company.
7. The Annual Incentive(AI) will be payable after confirmation. Those rated at the lower end of the performance band as per company policy, will not be eligible for the same.
8. Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time. For all salary components refer to the respective policy documents.

- Following are the components applicable to you under **Bouquet of Benefits (BOB)**.

Components	Limits	Remarks
House Rent Allowance (PM)	10% - 50% of basic	Mandatory
Medical Allowance (PM)	Rs. 1,250/-	Optional
Conveyance Allowance (PM)	Rs. 1,600/-	Optional
Meal Allowance (PM)	Rs. 1,100/- OR Rs. 2,200/-	Optional

\*Balance amount under BoB will be paid as Adhoc Allowance per month and will be fully taxable.

-You are required to declare your options under BoB in the SSC Portal.The guidelines relating to BoB are available under HR Policies.

- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

- Any or all of the above allowances may be altered / withdrawn at the sole discretion of the management and the payment of allowances will be governed by the rules and regulations of the Company as may be applicable from time to time.



**BE YOURSELF,  
MAKE A DIFFERENCE.**

**accenture**

Strictly Private and Confidential

**Date:23-Jan-2020**

**Bhanu Pratap Singh  
C8499608**

**HOUSE NO 1, Village-Harhi, Post-Barhata  
9461430491**

Dear **Bhanu Pratap Singh**,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Role - Application Development Associate**

**Career level – Career level - 12**

**Talent Segment - Software Engineering**



Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA or above, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

**Pre-joiner-Learning Module:** As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter "program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 5.0 Dec 2019

Candidate's Signature

Reference Id: b811e4d0-2037-4b9c-9686-93831a9eb493\_1  
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you to clear the assessment.

Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.



After accepting this Offer, we encourage you visit Countdown to the Company-

(<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.

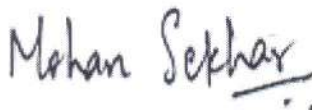
In case you have any feedback/suggestion or have any query, feel free to write an e-mail to

<http://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:



Mohan Sekhar

Senior Managing Director

Lead, Advanced Technology Center, India

[ Insert full legal name ]

## ANNEXURE 1

### COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	3,83,000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32,500
<b>Maximum Annual Total earning potential (A+B)</b>	4,15,500
<b>(C) Joining Bonus</b>	
<b>Joining Bonus (Refer to the section C)</b>	25,000
<b>(D) Additional Benefits</b>	
<b>Gratuity as per law# + Insurance Premium (notional value)</b>	9,500
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	4,50,000

#### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

#### (B) Local Variable Bonus (LVB)

• As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 32,500. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

#### (C) Joining Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.



**Note: For International Worker Only\***

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

**Benefits applicable for current Company financial year:**

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.

**BE YOURSELF,  
MAKE A DIFFERENCE.**

**accenture**

Strictly Private and Confidential

Date:11-Mar-2020

Bishal Kashyap  
C8605002

Vill-Saruthekerabari P.O-Rangamati  
8698569114

Dear Bishal Kashyap,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Role - Application Development Associate**

**Career level – Career level - 12**

**Talent Segment - Software Engineering**



Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA or above, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

**Pre-joiner-Learning Module:** As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter "program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 5.0 Dec 2019

1

Candidate's Signature

Reference Id: 0f795022-702b-4dfd-92b7-711b1dbd738d\_1  
Signed By: Mahesh Vasudeo Zurale



- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you to clear the assessment.

Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company- (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/suggestion or have any query, feel free to write an e-mail to <http://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:



Mahesh Vasudeo Zurale  
Senior Managing Director  
Lead, Advanced Technology Center, India

[ Insert full legal name]



## ANNEXURE 1

### COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	3,83,000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32,500
<b>Maximum Annual Total earning potential (A+B)</b>	4,15,500
<b>(C) Joining Bonus</b>	
<b>Joining Bonus (Refer to the section C)</b>	25,000
<b>(D) Additional Benefits</b>	
<b>Gratuity as per law# + Insurance Premium (notional value)</b>	9,500
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>4,50,000</b>

#### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

#### (B) Local Variable Bonus (LVB)

• As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 32,500. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

#### (C) Joining Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

**Note: For International Worker Only\***

• As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulation in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

\* As defined by applicable law from time to time.

**Benefits applicable for current Company financial year:**

In addition to your annual total cash compensation, you will be eligible for following benefits, which will be governed by Company policy:

1. Effective your date of joining, Medical Insurance for self, spouse and 2 dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
  - a. You have the option of availing Accenture negotiated rates to cover your parents, parent's in-law & any additional child under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
  - b. For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:
    - 10% of such claims for self, spouse and 2 dependent children
    - 20% of such claims for parents, parent's in-law and additional children under the separate Insurance plan
2. Personal Accident coverage for self, up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000

In addition to the above, you will also be eligible for the following benefits:

1. #Gratuity amount shown above is an approximation of your eligibility and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972, as per the Company policy.
2. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
3. Transport facility, as per Company guidelines, can be availed at no cost.





Date: September 3, 2019  
Ref: LTI/HR/Campus/2020  
Name: brijesh singh  
College: Army Institute of Technology

### OFFER OF EMPLOYMENT

Dear brijesh singh,

**Welcome** to LTI (hereinafter referred as the "Company"). Congratulations on successfully completing our initial selection process and being selected as **Graduate Engineer Trainee**.

During the initial training period of 12 months, your CTC including all benefits will be **Rs.5,00,000/-** as per the details mentioned in '**Annexure-1**'.

You will also be issued a detailed 'Letter of Appointment' at the time of your joining LTI subject to you meeting the eligibility criteria as mentioned in '**Annexure-2**'.

The date of commencement of training and venue for reporting will be intimated to you in advance.

Upon joining and during the training period, you will be continuously appraised and your confirmation is subjected to your performance during this period.

As a part of your transition from campus to corporate world, you may be engaged in various learning and development programs prior to your joining LTI. You are therefore requested to complete the LTI training which will be communicated to you separately. LTI has made significant investments into these learning and development programs for your professional development and therefore would urge you to actively participate in the trainings and complete them with at least the minimum score required. The evaluations of your performance in these trainings will be used to allocate you on various projects and the results would also impact your date of joining. If you do not get the minimum score required, you will be asked to reappear for the training assessments prior to your date of joining.

### TERMS AND CONDITIONS

#### 1. **Increments and Promotions**

Your performance and contribution to LTI will be an important consideration for your salary increments, promotions and your career progressions which is subject to Company's policy and guidelines in force.

#### 2. **Overseas Deputation/International Assignment**

It would be to your advantage to possess a valid passport and driving license. In case you do not already have one, you are required to apply for the same at your own expense.

Based on the business requirements and your performance, you may be given an International Assignment subjected to the guidelines defined by the Company.

#### 3. **Documents**

Your offer is subject to you submitting all the mandatory documents at the time of joining, the details of which will be intimated to you prior to your joining LTI. You may also need to submit other such documents as Company deems fit from time to time.

**4. Background Verification**

As a part of background verification, we need your acknowledgement and authorization to undertake necessary background verification through internal or external agencies. These are including but not limited to your current / previous employment history (if applicable), educational / professional credentials/medical background and other background checks. If any discrepancy is discovered after you have joined the Company or during background verification, you are liable to be terminated, apart from other legal action being initiated against you.

**5. Service Agreement**

You will be required to execute a service agreement at the time of joining to serve LTI for a minimum period of 2 years, failing which, you (and your surety) jointly or severally will be liable to pay LTI an amount of Rs.2,00,000.

**6. Letter Acceptance**

If the above stated terms and conditions are acceptable to you, kindly upload an acknowledged scanned soft copy of this 'Offer of Employment' on the **CampBuzz Portal** (<https://campbuzz.ltinfoltech.com>) and register your credentials therein within seven(7) days from the date of this letter. If you do not register your credentials within the above period, the aforesaid offer automatically stands cancelled.

Post registration on the CampBuzz portal, if you do not join on the date intimated to you, the aforesaid offer will be cancelled at the discretion of LTI.

Your employment will be governed by the rules, regulations and policies of the Company in effect.

The terms and conditions mentioned above are subject to changes at any time at sole discretion of the Company and as per business demands without prior notice.

According to the standard practice of our Company, you will treat the above terms of this letter as strictly confidential.

We welcome you to the LTI family and look forward to a long and fruitful association with you.

Yours faithfully,

For Larsen & Toubro Infotech Ltd.



---

Nikhil Govekar  
Sr. Manager - Campus  
Recruitment

I have read the letter and accept the same.

---

Signature and Date



ANNEXURE-1

Name : brijesh singh		Date : September 3, 2019
Salary Grade : GET(II)		
Components	Rs. p.a.	Rs. p.m.
Basic		15,000
Bouquet of Benefits		20,467
<b>A. Base Salary (PA)</b>	<b>425,602</b>	<b>35,466</b>
Annual Incentive	40,000	
<b>B. Total Variable (PA)</b>	<b>40,000</b>	
<b>C. Total Target Cash (A+B)</b>	<b>465,602</b>	
Provident Fund (PF)	21,600	1,800
Gratuity	8,664	722
Mediclaime Premium	4,140	
<b>D. Retirals &amp; Other Benefits</b>	<b>34,398</b>	
<b>Cost to Company (CTC) C+D</b>	<b>500,000</b>	

**BE YOURSELF,  
MAKE A DIFFERENCE.**

**accenture**

Strictly Private and Confidential

Date:20-Jan-2020

Deepak Singh Bora  
C8490661

Balwant Singh Bora, s/o Gusian Singh Bora , Vil- Gurura (Mallakhola), PO -Chanoda , Teh- Someshwar , Dist-  
Almora , Uttarakhand  
7499964823

Dear Deepak Singh Bora,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Role - Application Development Associate**

**Career level – Career level - 12**

**Talent Segment - Software Engineering**



Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA or above, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

**Pre-joiner-Learning Module:** As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter" program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:



- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you to clear the assessment.

Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

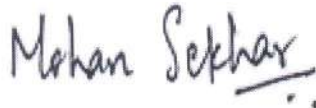
After accepting this Offer, we encourage you visit Countdown to the Company- (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/suggestion or have any query, feel free to write an e-mail to <http://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:



Mohan Sekhar  
Senior Managing Director  
Lead, Advanced Technology Center, India

[ Insert full legal name]



**ANNEXURE 1****COMPENSATION & BENEFITS**

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>		<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>		3,83,000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>		32,500
<b>Maximum Annual Total earning potential (A+B)</b>		4,15,500
<b>(C) Joining Bonus</b>		
<b>Joining Bonus (Refer to the section C)</b>		25,000
<b>(D) Additional Benefits</b>		
<b>Gratuity as per law# + Insurance Premium (notional value)</b>		9,500
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>		4,50,000

**(A) Annual Fixed Compensation**

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

**(B) Local Variable Bonus (LVB)**

• As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. At your career level, the annual target variable pay-out is estimated as INR 32,500. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

**(C) Joining Bonus**

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of

**BE YOURSELF,  
MAKE A DIFFERENCE.**

**accenture**

Strictly Private and Confidential

Date:01-Feb-2020

Himanshu Rajesh Kumar  
C8520173

Jagram das colony, near railway station, Mahendragarh  
8698620185

Dear Himanshu Rajesh Kumar,

Based on our recent discussion with you, we are pleased to extend an offer to join Accenture Solutions Pvt. Ltd. ("Company") in our Advanced Technology Center, India as per the below terms and conditions:

**Role - Application Development Associate**

**Career level – Career level - 12**

**Talent Segment - Software Engineering**



Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% and above or 6.5 CGPA or above, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

**Pre-joiner-Learning Module:** As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter "program"). The training module of which will be made available to you at least three months before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 5.0 Dec 2019

1

Candidate's Signature

Reference Id: 5c0e1b6f-38f4-4b3b-9238-f22e1e107510\_1  
Signed By: Mohan Sekhar



- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.
- Post onboarding/joining Accenture, and after the Induction you will need to go through the Technology fundamental assessment based on the pre onboarding online learning program that was provided to you.
- On successful clearance of the program assessment in the first attempt along with the online Training completion of the program module, you will be eligible for a learning Incentive of INR 10,000.
- In case you fail in the first attempt you will not be eligible for any learning incentive.
- To clear assessments for the program, you are required to score minimum 60% marks in each assessment test for the program. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 65% marks to clear the assessment for the program.
- During each reattempt, reasonable help, guidance and appropriate refresher training sessions will be provided to you to clear the assessment.

Your employment with Accenture is subject to your successful completion of the assessment of the program, as mentioned above.

After you have cleared the Pre-Joiner Program; you will need to undergo further Accenture stream specific trainings. For clearing these trainings also, Accenture provides three attempts with success criteria similar to one for the pre-joiner program as mentioned above. If you are unable to complete the Accenture specific training program in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

After acceptance of the offer of employment or any time during the course of your employment with the Company you may be required to undergo drug/alcohol/substance test based on the project you are deployed. This offer and your employment with Accenture are contingent upon you completing tests as per the requirements of the Company and in the instance of failing these tests namely the drug/alcohol/substance test, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

In the event a government body/Authority exercising its jurisdiction and statutory power/Authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/Authority without any notification to you. The above shall be applicable to information pertaining to your employment being shared in pursuance of statutory requirements/compliance. You may belong to this category and your details will be disclosed to these authorities.

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (<https://india.jobs.accenture.com/default.aspx>) using your unique reference number, candidate identification (CID) and mobile number within 14 days (fourteen days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 14 days (fourteen days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

After accepting this Offer, we encourage you visit Countdown to the Company-

(<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history – as well as tips on how to develop yourself (and your career) in the future.

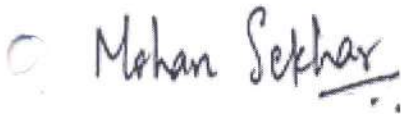
In case you have any feedback/suggestion or have any query, feel free to write an e-mail to

<http://indiacampus.accenture.com/candidate>

We look forward to hearing from you regarding your decision to join the Company. I wish you a successful career ahead of you and look forward to your joining us.

Yours sincerely,

ACKNOWLEDGED AND AGREED:



Mohan Sekhar

Senior Managing Director

Lead, Advanced Technology Center, India

[ Insert full legal name]



## ANNEXURE 1

### COMPENSATION & BENEFITS

Annual Total Cash compensation structure as per the Company guidelines is:

<b>Total Cash Compensation Elements</b>	
	<b>Annual (INR)</b>
<b>(A) Annual Fixed Compensation</b>	3,83,000
<b>(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)</b>	32,500
<b>Maximum Annual Total earning potential (A+B)</b>	4,15,500
<b>(C) Joining Bonus</b>	
<b>Joining Bonus (Refer to the section C)</b>	25,000
<b>(D) Additional Benefits</b>	
<b>Gratuity as per law# + Insurance Premium (notional value)</b>	9,500
<b>Total Cash Compensation + Total Additional Benefits (A+B+C+D)</b>	<b>4,50,000</b>

#### (A) Annual Fixed Compensation

• Your annual fixed compensation is INR 3,83,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms. Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

#### (B) Local Variable Bonus (LVB)

• As part of your annual total cash compensation, you are eligible to participate in the Local Variable Bonus program. your career level, the annual target variable pay-out is estimated as INR 32,500. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The pay-out that you receive will depend on your performance achievement and the performance of Advanced Technology Centers, India in the current Company fiscal year. Details of the program will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

#### (C) Joining Bonus

You are also eligible for a joining bonus of INR 25,000 payable upon joining the organization and that will be paid out along with salary of the month of joining or succeeding pay month. In case you leave, or your services are separated from the Company (except for ramp down or redundancies by the Company) before completion of 1 year from the date of joining, then this whole amount shall be recovered from you.

311-2020



**ONIX**  
ADVISORY SERVICES



[info-in@onixcapital.io](mailto:info-in@onixcapital.io)



[www.onixcapital.io](http://www.onixcapital.io)



Office No. D-406, 4<sup>th</sup> Floor, Raikar  
Chambers, Govandi Sattion Road,  
Govandi East, Mumbai 400088.

28 October 2019

Mr. Himanshu Singh  
Army Institute  
Pune, India

Dear Himanshu,

We believe your skills and experience are an excellent match for our company and accordingly, are pleased to offer you a position of Associate – Trader at Onix Advisory Services India. Your joining date will be 1<sup>st</sup> July 2020.

Mr. Debdas Chand, Head of Trading and Mr. Devang Oza, Head of Trading, at Mumbai will be overseeing the business at our Mumbai office and you will be required to report directly to them.

In this role, you will be required to undergo an initial period training for approx.3 months.

The annual CTC for this position is INR 3,00,000/- per annum to be paid on a monthly basis. In addition to this starting salary, we're offering you a profit sharing percentage based on the individual profit that you generate on your account. All payments will be made in INR only.

Please confirm your acceptance of this offer by signing and returning a scanned copy of this letter to us by 1<sup>st</sup> November 2019.

We are excited to have you join our team! If you have any questions, please feel free to reach out to us by email.

Sincerely,  
For Onix Advisory Services

**R. T. Amlani**  
Managing Partner



**Fw: ADAPT Final Assessment**

Alumni Mech 20 Loveneet Rajawat <loveneetrajawat\_16538@aitpune.edu.in>

Wed 24-Mar-21 1:01 PM

To:

- Training Placement Officer TPO <tpo@aitpune.edu.in>

Sir,

Here, I have attached the proof (mail) you have been asking for.

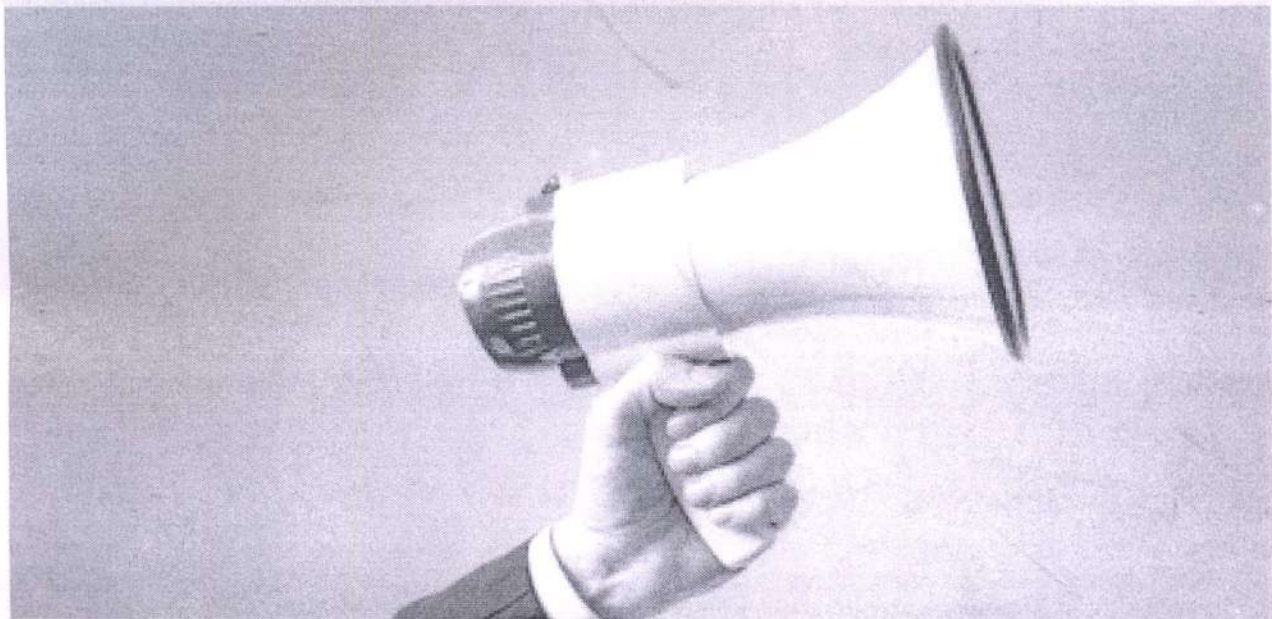
---

**From:** IN, Ace Your Career <aceyourcareer.in@capgemini.com>

**Sent:** Wednesday, June 10, 2020 6:50 PM

**Subject:** ADAPT Final Assessment

**If you are having difficulty reading this email or seeing the images, please view it online using Google Chrome**



Dear Student,

We have had a great experience in hosting you for the pre-joining learning – ADAPT. This year it was eventful with the COVID – 19 situation but full marks to you for pushing ahead irrespective of the constraints.

We will conduct the final assessment of ADAPT in the last week of June. It is mandatory for you to clear the final assessment and it will also enable us to prioritize your joining based on your performance across the journey. You are advised to take this seriously and prepare accordingly.

To help you in your preparation, there are some *practice contests* available on the platform from next week onwards. In addition to the practice contests, please refer to the learning content and webinar recordings available on the platform to prepare well for your final assessment.

Please choose your slot from the available slots below. Kindly be aware that once you start any attempt, even if you don't complete, you will not be allowed to take up any other attempts.

<b>Name of the assessment</b>	<b>Dates</b>	<b>Slots</b>
Final assessment	27 Jun 2020 (Saturday)	6 PM – 8 PM
	28 Jun 2020 (Sunday)	2 PM – 4 PM   7 PM – 9 PM

All the best!

Regards,  
University Relations and Fresher Hiring Team



Re: Campus Engagement - Coffee Day Beverages | AIT, Pune

Campus CDB <campus.cdb@coffeeday.com>

Mon 10-Feb-20 3:31 PM

To: Training Placement Officer TPO <tpo@aitpune.edu.in>

Dear Mr. Khaladkar,

Kindly ignore the 5th Candidate. The final selects are as follows:

- 1. Vishal Salaria
- 2. Malay Mishra
- 3. P Bharadwaja
- 4. Rahul Singh

Regards,

**Siddharth Mohite**

Assistant Manager - HR | Coffee Day Beverages

Coffee Day Square,3rd floor, #23/2, Vittal Mallya Road,Bengaluru 560001, India

Mob. No.: +91 7744908202

[www.coffeeday.com](http://www.coffeeday.com) | [www.coffeedaybeverages.com](http://www.coffeedaybeverages.com)

**From:** Campus CDB <campus.cdb@coffeeday.com>

**Sent:** 10 February 2020 15:29

**To:** Training Placement Officer TPO <tpo@aitpune.edu.in>

**Subject:** Re: Campus Engagement - Coffee Day Beverages | AIT, Pune

Dear Mr. Khaladkar,

We thank you for the hospitality provided by yourself and your team on our visit to your campus on **7th February 2019**.

Please note the below mentioned students have been selected for our **Service Executive Program**.

- 1. Vishal Salaria
- 2. Malay Mishra
- 3. P Bharadwaja
- 4. Rahul Singh
- 5. Gauri Suresh Jhadav

We would be sharing their Offer letters with you in a few weeks. In the meantime, kindly confirm their tentative possible earliest date of joining.

Congratulations to all of them and we look forward to having them on board for a successful career.

Please feel free to reach out to me for any clarifications.

Regards,

**Siddharth Mohite**

Assistant Manager - HR | Coffee Day Beverages

Coffee Day Square,3rd floor, #23/2, Vittal Mallya Road,Bengaluru 560001, India



Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Date: September 18, 2019**

**Ref No: HR/Campus/LO2020402454/1**

**Malaya Ranjan Sahoo**  
**Army Institute of Technology**

### Letter of Intent ("LOI")

Dear Malaya Ranjan Sahoo,

With reference to your interview conducted by us at Army Institute of Technology, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LoI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey but with assignments, assessments and webinars as appropriate.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments prior to joining. The progress made by you in this learning journey would not only help you to get on-boarded earlier but also help you to be trained for advanced skills relevant to your career at Capgemini. Also, we encourage you to learn beyond the prescribed course curriculum and acquire Industry recognized certifications to accelerate your career in this competitive industry



Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period.

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com)

Thanking you,  
Yours Sincerely,  
**For & On Behalf of Capgemini**



**Puneet Kumra**  
**Head - Fresher Hiring**



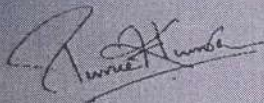
**ANNEXURE 1**

**Malaya Ranjan Sahoo**

**Analyst and A4**

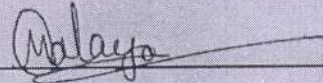
You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to **INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**



**Puneet Kumra**  
**Head - Fresher Hiring**

Signature: \_\_\_\_\_



Candidate Name: **Malaya Ranjan Sahoo**

Date: 20 September 2019





Forbes Marshall  
 Krohne Marshall  
 Forbes Vyncke  
 Forbes Marshall Arca  
 Codel International  
 Forbes Solar  
 Forbes Marshall Steam Systems

HR: BK: AN Offer: 19

14<sup>th</sup> October, 2019

Manoj Kale,  
 Nimgaon Mhalungi,  
 Pune -412209

Dear Manoj,

Based on our meeting earlier, we intend to offer you a position in our Organization as **Graduate Trainee Engineer at Forbes Marshall Pvt Ltd., Old Mumbai - Pune Hwy, Kasarwadi, Pune, Maharashtra 411034.**

At the time of joining you will be issued a formal Appointment letter.

**Your appointment will be subject to you being found medically fit & salary details are genuine.**

On your day of joining you will need to provide us with -

1. Four Passport size colour photographs with **White background.**
2. Two Copies of your Educational Qualifications:-
3. 10<sup>th</sup> passing certificate
4. 12<sup>th</sup> passing certificate
5. Degree/ Diploma & other qualifications
6. Copies of your experience certificate.
7. **Relieving letter from your previous company.**
8. PAN card
9. ICICI Bank Account number
10. Aadhar Card

Please sign the enclosed copy of the letter and send it to us as a token of your acceptance.  
 We welcome you to our Forbes Marshall Organization.

Thanking you,

Yours faithfully,  
 For FORBES MARSHALL

Anjali Nagdev  
 HR Officer

Forbes Marshall Private Limited

Opp. 106th Milestone, Bombay Poona Road, Kasarwadi, Pune 411034. INDIA. Tel: +91 20 39858555, Fax: +91 20 27147413

Regd. Office: A-34/35, MIDC H Block, Pimpri, Pune 411 018. Tel: +91 20 27442020 / 39851100, Fax: +91 20 27442040

CIN No.: U28996PN1985PTC037806

Energy Conservation | Environment | Process Efficiency

www.forbesmarshall.com

150: 2020  
276

## Offer Letter I Forbes Marshall

Nagdev, Anjali <anagdev@forbesmarshall.com>

Mon 14-Oct-19 4:51 PM

To: Training Placement Officer TPO <tpo@aitpune.edu.in>

Cc: Chaganti, Rama Krishna <crk@forbesmarshall.com>; im.manojkale@gmail.com <im.manojkale@gmail.com>

1 attachments (559 KB)

191014164817\_0001.pdf

Dear Manoj,

Thank you for inviting us and for making arrangements for Campus Placement at AIT.

We would like to offer Manoj Kale candidate for GTE.

Please consider this as Final Offer and subject to Medically fit.

SALARY DETAILS			
Name	Manoj Kale		
DESIGNATION	Graduate Trainee Engineer		
	AMT (P.M.)	TOTAL	
MONTHLY STIPEND	15100		
PERFORMANCE ALLOWANCE	22675	37775	
PROVIDENT FUND	1812		
MEDICAL REIMBURSEMENT	417		
		2229	
PROJECT STIPEND	10000	10000	On completion of the project
<b>GROSS P.M.</b>		<b>50004</b>	Annual Gross P.A. <b>600048</b>

Regards,

Anjali Nagdev | Talent Acquisition  
Forbes Marshall

PB#29, Old Mumbai - Pune Hwy, Kasarwadi, Pune, Maharashtra 411034

Telephone: +91 20 39858639

Email: [anagdev@forbesmarshall.com](mailto:anagdev@forbesmarshall.com)

Website: [www.forbesmarshall.com](http://www.forbesmarshall.com)





## Offer Letter

Name: Mohit Negi

Date: Wednesday, November 11, 2020

Dear Mr. Mohit Negi,

With reference to your application and subsequent discussions you had with us, we are pleased to offer you an appointment with Think and Learn Private Limited ("Company"), on the following terms and conditions:

- Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, which date shall be no later than **Tuesday, November 17, 2020**. Your work location would be **Dehradun / Bangalore** or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.
- Term:** The term of this Agreement would be for a period of 2 months (approximately), commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of Clause 11 of this Agreement.
- Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre-employment screening activities (including background verification and criminal history check).
- Offer of permanent position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of BDA will be

done with a compensation of 10LPA (7LPA fixed + 3LPA variable) for the role of BDA - Direct Sales or 8 LPA (5 LPA fixed + 3 LPA variable) for the role of BDA - Inside Sales. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

**5. Department, Designation & Reporting Manager:**

Department : Business Development (51000000)  
Designation : Business Development Trainee - Sales  
Reporting Manager : Aishvary . (TNL201611035)  
Role Location : Dehradun / Bangalore  
BDT Training Location : Byjus - Bangalore

The two months training will be conducted out of BDT Training Location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

**6. Cost to the Company:** Your compensation is INR 25000 per month. You are also eligible for a performance pay up to INR 2,00,000/- based on your individual targets and performance numbers during your 2 months training period.

**7. Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

- (a) Provident Fund;
- (b) Income tax deducted at source at the rates applicable;
- (c) Employment / professional taxes;
- (d) Dues to Company including loans and advances; or
- (e) Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability, and will be governed by the applicable tax laws of the country as applicable from time to time.

**8. Expense Reimbursement:** In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.



9. **Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which can be viewed under 'Policies' tab in your 'Employee Service Platform Account' and/or the 'Employee's Handbook' provided to you.

10. **Leaves:** You will be entitled to get 1 casual leave/sick leave per month. Employees whose date of joining service falls between 1st to the 15th of a month are entitled to get the leave credit for that month. Employees whose date of joining service falls between 16th to the end of the month are not entitled for the leave credit for that month.

11. **Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those day/days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee has to report to his-/ her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 4 days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

12. **Termination:** Subject to Clause 2, your services may be terminated in the following manner:

a) The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.

b) In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c) In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door



and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

13. **Confidential Information:** As an employee, you may come in to possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to; course materials, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in company. Your obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

14. **Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights.

15. **Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- a. Any act or omission by you;
- b. Contravention of any of the terms, conditions, covenants of this letter or the Non-Disclosure and Confidential Information Agreement;
- c. Any representation or warranty or information furnished to the Company found to be false;
- d. Violation/non-compliance with any laws/rules/regulations while rendering the services; and/or
- e. Failure to adhere to the standards/specifications/policies of the Company.

16. **General Provisions:**



- a. You are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.
- b. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.
- c. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.
- d. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.
- e. You will keep the Company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.
- f. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.
- g. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.
- h. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.
- i. This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.
- j. All disputes arising herein shall be governed by the laws of India and the jurisdiction



to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka.

The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

You are requested to carry the below mentioned documents on your joining date

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
5. Resume
6. BYJU'S Offer Letter
7. Pan Card
8. Aadhaar Card
9. Voter ID/Passport/Driving License
10. Cancelled Cheque/Bank Statement/Bank Passbook
11. 3 Passport Size Photograph
12. All current & previous companies relieving/experience letter(Only for experienced candidate)
13. Current/Last company's last three months' pay slips (Only for experienced candidate)

Yours sincerely,

Think & Learn Pvt. Ltd.

Human Resource

Accept Job Offer by signing below

Signature:

This is system generated offer letter and does not require authorized signature.



# PHILIPS

## Personal & Confidential

20200722/GBS-Pune/898

22 Jul 2020

Ms. Swati Singh  
House No. 10, Jagdamba Society, Plot no. 19,  
Sector 4 (near RTO Moshi), Moshi  
Pune  
Maharashtra 412105  
Mobile: 9763977421  
Email: swatisinghch@gmail.com

Dear Swati,

We are pleased to appoint you on the following terms and conditions:

1. Designation : **Labeling Expert**  
Level : **CG 40**  
Sector : **IN9P Philips GBS, LLP – Pune/Chakan**
2. Compensation  
Perquisites & Allowances : As Detailed in Annexures below.
3. Your initial place of joining will be at Philips Global Business Services LLP, Pune India. You are requested to note that Philips Global Business Services LLP ("Philips"), reserves the right to transfer your services to any Philips company which may be a subsidiary, group or associated Company of Philips or a joint venture with another business entity in which Philips could be a shareholder or partner. This transfer may involve many actions including but not limited to transfer of payroll, change in service conditions, employee benefits, salary structure, incentive plan, perquisites, etc. without prejudice to you and after keeping you informed in writing. You are requested to note that once such a transfer is done, the terms and conditions of the new entity to which your services have been transferred will apply to you, from the date of the transfer. You would not be permitted to claim any benefit (financial or otherwise) of Philips once such transfer is effective.
4. Your appointment will be effective from the date of joining which shall be as soon as possible but not later than **04 Aug 2020** failing which this appointment will stand automatically withdrawn.
5. Your employment shall be subject to a self-declaration of good health that shall be provided to you as an annexure document to the new joiner welcome booklet; and subject to a satisfactory reference /background check and testimonial verification, if any.
6. Your services shall be terminable by either Party giving the other ninety (90) days' notice. The company may, however, reduce this notice period at its discretion by accepting / paying basic salary in lieu thereof. Your resignation will not be deemed to have been accepted until it is accepted / confirmed in writing by your reporting manager and / or by an authorized signatory from HR Department of the Company.
7. You will be entitled to leaves (Privilege Leave and / or Sick Leave) in accordance with the prevailing leave & absence policy of the Company which are in-force at the time
8. The age for retirement from the Philips service is 60 years. However, an employee has an opportunity to ask for early retirement any time after the age of 55 years with normal retirement benefits.

Philips Global Business Services, LLP

Unit No.102 (Part), situate on the 1st floor of North Block of the building known as ICC-Devi Gaurav, Technology Park; Old Mumbai-Pune Road, Pimpri-Waghere, Pimpri, Pune 411018

Registered Address: 3rd floor, Tower A, DLF IT Park, 08, Major Arterial Road, New Town (Rajarhat), Kolkata – 700156, West Bengal, India  
LLPIN: AAH - 2565

# PHILIPS

9. Your individual remuneration is purely a matter between yourself and Philips and has been arrived on the basis of your specific background and professional merit. We expect you to maintain this information and any changes made therein from time to time as personal and confidential.
10. You shall, during your service with us, devote your whole time and attention to Philips business entrusted to you and you shall not engage yourself directly or indirectly in any business or service other than the Philips business or service and shall not engage in any profession or vocation which competes with activities of Philips or conflicts with your position at Philips.
11. Information pertaining to Philips operations shall remain secret and safeguarded by you. On joining Philips, a formal Non-Disclosure Agreement to effect non-disclosure of confidential information and intellectual property etc., shall be executed by you. You will also keep us duly informed if you are bound by any confidentiality agreement with any of your previous employers, in which case you shall keep us indemnified against any breach thereof by you.
12. You shall inform Philips of any change in your personal data within 3 working days. Any notice required to be given to you shall be deemed to have been duly and properly given if delivered to you personally or sent by registered post to you at your address in India, as recorded with Philips.
13. Upon termination of our employment, due to any reason whatsoever, you will return to Philips all papers, documents, properties/assets which may at that time be in your possession relating to the business or affairs of Philips or any of its associates or branches and will not retain any copies or extracts therefore or hold/keep back any assets. You shall also return to Philips numerous transaction cards issued to you for cancellation.
14. You will abide by the Rules & Regulations of Philips, which are in force from time to time and the General Business Principles of Philips. On Joining, kindly go through the General Business Principles in detail, available on Philips portal. Philips shall have the right to vary or modify any or all of the above terms and condition of service which shall be binding on you.
15. You shall not place yourself in a position, which warrants any pecuniary/non pecuniary obligation with vendors, suppliers, business associates, competitors, etc. You shall also not accept directly or indirectly any gift or reward from any person with whom you are likely to have official dealings.
16. If you are found guilty of any misconduct or should you commit any breach of the service conditions or get involved in an act, which in the opinion of Philips is prejudicial to the interest of Philips. Philips may without any previous notice, terminate your services.
17. If you are absent from the designated office beyond a period of 8 working days without adequate authorization as per Philips policies, you shall be deemed to have abandoned employment on your own will.
18. Notice to terminate employment in any electronic form such as SMS or personal email shall not be accepted. Notice to terminate the employment by an employee, has to be addressed in writing with proper signature, to Philips.
19. In the event of your termination /resignation/retirement, you will not represent Philips either personally or by your agent, directly or indirectly, as being in any way connected with or interested in the business of Philips.
20. Please ensure that all documents as listed in the enclosed Joining Booklet are ready in advance for submission to us on the first day you join us. Failure to do so, will tantamount to non-completion of joining formalities and your employment will not be valid.
21. All terms and conditions will be governed by Philips policies as stated from time to time and Philips

Philips Global Business Services, LLP  
Unit No.102 (Part), situate on the 1st floor of North Block of the building known as ICC-Devi Gaurav, Technology Park; Old  
Mumbai-Pune Road, Pimpri-Waghare, Pimpri, Pune 411018

Registered Address: 3rd floor, Tower A, DLF IT Park, 08, Major Arterial Road, New Town (Rajarhat), Kolkata – 700156 , West  
Bengal, India  
LLPIN: AAH - 2565



# PHILIPS

may in its sole discretion as it deems fit revoke or change such policies. It shall be your duty to peruse and understand all the terms and conditions enumerated in Philips policy as well as the repercussions of the breach thereof and not being aware of the same shall not be a defense, which shall be either available to you or accepted by Philips.

22. For clarifications or any other information kindly feel free to contact the undersigned or your Regional/Unit HR Manager.

We take pleasure in welcoming you to our Organization and sincerely hope that your period of service with us will be long, pleasant and of mutual benefit.

Thanking You

Yours truly,  
for Philips Global Business Services LLP

**Siddhartha**  
**Choudhuri**

Digitally signed by  
Siddhartha Choudhuri  
Date: 2020.07.22  
11:32:39 +08'00'

**Siddhartha Choudhuri**  
**Philips People Services Manager India Hub**  
**Philips Global Business Services LLP**

---

I agree and accept employment on the above terms and conditions. I will report for duty on or before \_\_\_\_\_

Signed:.....  
**Swati Singh**

Philips Global Business Services, LLP  
Unit No.102 (Part), situate on the 1st floor of North Block of the building known as ICC-Devi Gaurav, Technology Park; Old  
Mumbai-Pune Road, Pimpri-Waghere, Pimpri, Pune 411018

Registered Address: 3rd floor, Tower A, DLF IT Park, 08, Major Arterial Road, New Town (Rajarhat), Kolkata – 700156 , West  
Bengal, India  
LLPIN: AAH - 2565

# PHILIPS

Personal & Confidential

22 Jul 2020

Name: Swati Singh  
Grade: CG 40  
Designation: Labeling Expert

With effect from 04 Aug 2020, you will be entitled to the following perquisites and allowances:

Particulars	Offer	
	Monthly (Rs.)	Annualised (Rs.)
Basic (A)	23863.67	286364.05
House Rental Allowance (B)	11931.84	143182.03
Flexible Compensation (C)	28374.93	340499.13
Total Guaranteed Cash (D=A+B+C)	64170.44	770045.21
Retirals (E)**	4011.48	48137.80
Base Salary (F=E+D)		818183.01
Annual Target Variable Pay (G)***		81818.30
<b>Total Earning Opportunity (I=F+G)</b>		<b>900001.31</b>

\*\*Retirals: This includes Company contribution towards Provident Fund (12%) and Gratuity (4.81%). Eligibility of the gratuity payout would be as per the Payment of Gratuity Act, 1972

\*\*\*Annual Target Variable Pay : Please refer to Annexure A

#### Employee Benefits:

Additional benefits extended by the Company are Group Medclaim Insurance, Personal Accident and Term life cover as per the Company's policy guidelines prevailing at the current date.

The details of the benefits applicable to your grade are available on the Company's Intranet site.

**Siddhartha Choudhuri**  
Digitally signed by  
Siddhartha Choudhuri  
Date: 2020.07.22  
11:32:47 +08'00'

**Siddhartha Choudhuri**  
Philips People Services Manager India Hub  
Philips Global Business Services LLP

Philips Global Business Services, LLP

Unit No.102 (Part), situate on the 1st floor of North Block of the building known as ICC-Devi Gaurav, Technology Park; Old Mumbai-Pune Road, Pimpri-Waghare, Pimpri, Pune 411018

Registered Address: 3rd floor, Tower A, DLF IT Park, 08, Major Arterial Road, New Town (Rajarhat), Kolkata – 700156 , West Bengal, India  
LLPIN: AAH - 2565



# PHILIPS

## ANNEXURE A

Philips People Services

Ms. Swati Singh  
Address : House No. 10, Jagdamba Society, Plot no. 19,  
Sector 4 (near RTO Moshi), Moshi  
Pune  
Maharashtra 412105  
Mobile: 9763977421  
Email: swatisinghch@gmail.com

20200722/GBS-Pune/898  
22 Jul 2020

### Strictly Confidential

Dear Ms. Swati Singh,

### Re : Annual Target Variable Pay

1. You will be eligible to receive an annual target amount of Rs. 81818.30 per annum towards variable pay, linked to performance at 100% achievement of targets. Please note the actual payout will be prorated for time spent in the year as well as actual achievement of performance targets. **The payout eligibility, calculations and mechanism would be as per the prevailing plan design for the year**
2. For qualifying, it is imperative that you remain on the rolls of the Company till 31st December of that year and there is no system of pro-rata payment in the subsequent years.
3. At any point of time an employee would be covered under one variable pay plan
4. The variable pay element might be subject to revision and/or can be amended from time to time.

Thanking You

Yours truly,  
for Philips Global Business Services LLP

Siddhartha Choudhuri  
Digitally signed by  
Siddhartha Choudhuri  
Date: 2020.07.22  
11:32:57 +08'00'

Siddhartha Choudhuri  
Philips People Services Manager India Hub  
Philips Global Business Services LLP

Philips Global Business Services, LLP  
Unit No.102 (Part), situate on the 1st floor of North Block of the building known as ICC-Devi Gaurav, Technology Park; Old  
Mumbai-Pune Road, Pimpri-Waghere, Pimpri, Pune 411018

Registered Address: 3rd floor, Tower A, DLF IT Park, 08, Major Arterial Road, New Town (Rajarhat), Kolkata – 700156, West  
Bengal, India  
LLPIN: AAH - 2565

# PHILIPS

Personal & Confidential

22 Jul 2020

Ms. Swati Singh  
House No. 10, Jagdamba Society, Plot no. 19,  
Sector 4 (near RTO Moshi), Moshi  
Pune  
Maharashtra 412105  
Mobile: 9763977421  
Email: swatisinghch@gmail.com

Dear Swati Singh,

This is with reference to our offer letter 20200722/GBS-Pune/898 dated 22 Jul 2020 and subsequent discussions, we are pleased to inform that, you will be eligible for one time Joining Bonus of Rs.100000.00/- subject to joining us, on or before **04 Aug 2020**

In the event of your resignation from the services of our organization within 24 months of your joining, you will be required to repay this amount in full.

We look forward to having you on board at the earliest.

Yours faithfully,  
**for Philips Global Business Services LLP**

**Siddhartha** Digitally signed by  
Siddhartha Choudhuri  
**Choudhuri** Date: 2020.07.22  
11:33:06 +08'00'

**Siddhartha Choudhuri**  
**Philips People Services Manager India Hub**  
**Philips Global Business Services LLP**

Philips Global Business Services, LLP  
Unit No.102 (Part), situate on the 1st floor of North Block of the building known as ICC-Devi Gaurav, Technology Park; Old  
Mumbai-Pune Road, Pimpri-Waghere, Pimpri, Pune 411018

Registered Address: 3rd floor, Tower A, DLF IT Park, 08, Major Arterial Road, New Town (Rajarhat), Kolkata – 700156, West  
Bengal, India  
LLPIN: AAH - 2565



# PHILIPS

## Defining Your Total Reward Mix

<b>1. COMPENSATION</b>	
<b>1.a BaseSalary</b>	
Basic Salary	Minimum of @35% of Base Salary or INR 258,000 (21,500 per month)
House Rent Allowance (HRA)	50% of Basic Pay
Retirals	Provident Fund 12% of Basic Pay, Gratuity 4.81% of Basic Pay
Flexible Compensation *	Balancing amount in base salary. Available for allocation by employee across Flexible Compensation elements. Details on Flexible Compensation are provided below.
<b>1.b Annual Target Variable Pay</b>	
Annual Incentive	The Annual Incentive Target has been fixed at 10.00 % of Base Salary. The payout is based on a combination of Company and Individual performance.
<b>2. BENEFITS</b>	
In addition to the Annual Group Insurances, the employee shall be eligible to enhance the value of medical/accident/term/OPD covers for self and family as part the MyBenefits @Philips Program. The employee may opt for the appropriate policy before the beginning of the financial year and the premium amount shall form part of flexible compensation of your salary.	

*Details of policies are available on the Philips Intranet*

Philips Global Business Services, LLP  
Unit No.102 (Part), situate on the 1st floor of North Block of the building known as ICC-Devi Gaurav, Technology Park; Old Mumbai-Pune Road, Pimpri-Waghere, Pimpri, Pune 411018

Registered Address: 3rd floor, Tower A, DLF IT Park, 08, Major Arterial Road, New Town (Rajarhat), Kolkata – 700156 , West Bengal, India  
LLPIN: AAH - 2565

# PHILIPS

## Flexible Compensation Package

- The Flexible Compensation Package is provided to give more flexibility to employees to choose their allowances/reimbursements as per their individual requirements within the overall CTC.
- Employees have the option of choosing from among the following elements and allocating amount from within the Flexible Compensation to these elements as per their unique individual requirements.
- Employees would be able to claim monthly reimbursements based on the elements selected. Any unclaimed balance would be paid out at the end of financial year post deduction of applicable tax.

Compensation Elements available for selection under Flexible Compensation	
LTA	Maximum upto 2 month's basic salary
Company Car Lease - Rental Limit	On Road price of the car not to exceed INR 6.25L+ Lease rental up to available amount in Flexible Compensation
Driver's Salary (Only on CCLS)	INR 1,20,000
Fuel & Maintenance (Only on CCLS)	INR 1,50,000
Fuel & Maintenance - Employee's own declared car	Max. up to INR 28,800
Meal Allowance	INR 26,400
National Pension System	Employees can opt to contribute a part of their fixed pay as employer's contribution to NPS to build a retirement kitty. Contribution to range from minimum 1,000 per annum to max. 10% of basic salary
APP	Balancing Figure in Flexible Compensation after allocating amounts to elements listed above

Philips Global Business Services, LLP

Unit No.102 (Part), situate on the 1st floor of North Block of the building known as ICC-Devi Gaurav, Technology Park; Old Mumbai-Pune Road, Pimpri-Waghere, Pimpri, Pune 411018

Registered Address: 3rd floor, Tower A, DLF IT Park, 08, Major Arterial Road, New Town (Rajarhat), Kolkata – 700156 , West Bengal, India

LLPIN: AAH - 2565





27 August 2019

Ms. Swati Singh,  
D/O Vijay Singh,  
AIT, Pune

Dear Swati,

**Sub: Offer of Appointment as "Graduate Trainee"**

This has reference to your application and discussion you had with us. We are pleased to offer you a position as "**Graduate Trainee**" in **Grade 14**. You will be operating from our Hyderabad office in India.

Your total cost to the company will be **INR 551,000** /- (Rupees Five Lakh Fifty One Thousand Only) **per annum**. The payment shall be subject to taxes as applicable. A detailed CTC break-up sheet, mentioning your cash and other allowances/perks, is attached (Annexure I) for your reference.

This offer is subject to you and your Surety executing the Service Agreement. The terms and conditions of your appointment are as follows:

1. You shall join us on or before July 6<sup>th</sup>, 2020.
2. You will be on probation for a period of 06 (Six) months. Your performance and conduct will be reviewed during the probation period. You will be deemed confirmed, unless the probation is extended and a letter issued to that effect. In case your performance and/ or conduct is not up to the required level, the Company may either terminate your service or extend the probation period further for 6 months. The overall probation period shall not exceed one year from date of joining.
3. The period of probation does not confer on the employee any right to continue in employment and does not interfere in any way the right of the company to terminate employment at any time.
4. Dependent parents will be covered under Group Mediciam Insurance Policy along with you for a maximum total amount of Rs. 5,00,000/- p.a. You will be covered exclusively under Group Personal Accident Insurance for a maximum total amount of Rs. 5,00,000/- p.a. You will be also covered exclusively under Group Term Life Insurance for a maximum total amount of Rs. 10,00,000/- p.a. The premium for the above policies will be a part of your cost to the Company.
5. Periodically, the Company may modify any remuneration, benefit, facility or perquisite that has been extended to you. You will follow the Company's policies, rules and regulations currently in force and any future changes.
6. All information regarding your remuneration and terms of employment are confidential and you shall not divulge the content(s) to any company employee except to your appropriate superior authorities.
7. You will contribute 12% of your basic salary towards Provident Fund as per the Govt. rules. The Company shall make a matching contribution on the employee's basic salary.

FMC Technologies India Pvt. Ltd.  
Plot No.27(Part), Survey No. 124, Road No 12,  
Commerzone, Raheja IT Park,  
Opp. Institute of Preventive Medicine,  
Industrial Park, IDA Nacharam,  
Hyderabad, Telangana, INDIA - 500 076  
Phone: +91 40 66342900,  
Fax: ++91 40 66342901  
CIN: U29219TG2009FTC079988  
Website: TechnipFMC.com



8. The Company may send you on deputation or transfer your services to any of its departments or any of its branches in or outside of India. However, such transfers will be governed by the terms and conditions of service as applicable.
9. During the employment in our Company, we expect you not to carry on any business of your own or engage yourself in any other employment, business or service. You shall not at any time during the service period or thereafter disclose to anyone any information, know-how, knowledge, secrets, methods, plans, etc. of the Company. Breach of this condition shall be liable to immediate termination of the employment and the Company may take any other action suitable for breach of the contract.
10. You will be eligible for leave as per the Company's policy.
11. Your next Annual Appraisal and Compensation Review will be notified.

Minimum Service Obligation

12. If you wish to leave the company prior to completing the minimum service period of 2 years, you will be required to compensate the company a sum of Rs. 1,50,000/- and give the notice of separation as follows : (i) if you desire to leave during the period of your probation, the notice period for separation will be one full month or payment of amount equal to one month salary in lieu of one month notice; or (ii) if you desire to leave after confirmation of service, the notice period will be two full months or payment of amount equal to two months' salary in lieu of two months' notice. If you wish to leave the company after completing the minimum service period you shall give notice of two full months or pay the amount equal to two months' salary in lieu of two months' notice.

Minimum Service Obligation - After Overseas Assignments

13. The Company will be incurring very substantial expenditure for sending interested employees on the foreign assignment and to offset such costs and expenses, the Company requires the employee sent on overseas assignment to serve and work with the Company for the minimum prescribed period from date of re-commencing work with the Company in India. If you agree and you are sent on an overseas assignment for a duration of more than 90 days, then you are bound to continue to serve the company for a minimum duration of 1 (one) year from the date of re-commencing work with the Company in India after the last overseas assignment. Such minimum service period obligation of the Employee shall continue after the last overseas assignment irrespective of the number of earlier overseas assignments already completed by the Employee.
14. If you fail to serve the Company for the minimum prescribed period of one year after completing last overseas assignment you shall be liable to pay damages of Rs.1,50,000/- to the Company.

Termination:

15. If you wish to leave the Company prior to completing the minimum service period of one year from the date of re-commencing work with the Company in India after last overseas assignment you will be required to compensate the Company a sum of Rs.1,50,000/- and give the notice for separation.

FMC Technologies India Pvt. Ltd.  
Plot No.27(Part), Survey No. 124, Road No 12,  
Commerzone, Raheja IT Park,  
Opp. Institute of Preventive Medicine,  
Industrial Park, IDA Nacharam,  
Hyderabad, Telangana, INDIA – 500 076  
Phone: +91 40 66342900,  
Fax: ++91 40 66342901  
CIN: U29219TG2009FTC079988  
Website: TechnipFMC.com



16. During the period of probation, your services may be terminated by either party giving the other one (1) month notice or Gross Salary in lieu thereof. After confirmation and thereafter, your services may be terminated by either party giving the two (2) months notice or Gross Salary in lieu thereof. The management however, reserves the right to insist that you serve the company during the notice period in full or in part thereof, instead of accepting from you, salary in lieu of the said notice period.
17. However, the Company can terminate you without any notice period and shall not have any Financial or legal liability, if the termination is on the grounds of misconduct/indiscipline and any acts detrimental to the interest of the Company.
18. Confidentiality and Non-disclosure:
- a) *Non-disclosure*: You agree not to use or cause to be used for your own benefit or for the benefit of any third party to disclose to any third party in any manner, directly or indirectly, any proprietary information, customer's confidential information, trade secrets or any other knowledge or information relating to the business of Company or its customers at any time during or after your term of employment.
  - b) *Return of Employer Materials*: You shall return to Company before the termination of your employment, any and all written information documents, materials, Laptops, floppy disc, CDs, data files or other media containing computer programs or data and all other property and equipment's which constitutes, contains or relates in any way to Company, its customer's confidential information or trade secrets of Company or its customers, and any other written information, documents, materials, disks or other media containing computer programs or data and all other property and equipment of any kind relating in any way to the business of Company or its customers, which are or may be in your possession, custody or control and which are or may be the property of Company or its customer, whether confidential or not, including any and all copies thereof.
  - c) *Business Information*: You shall not during the term of employment with Company and thereafter and except as may be required in the performance of your duties with Company, utilize for your own benefit or that of any third party and will not use or disclose to any third party your knowledge of or any information concerning to the internal organization or business structure of Company or its customers, or the work assignments or capabilities of any office or other employee without the express prior written consent of the Company.
19. Code of Business Conduct (or 'The Code')

As a representative of the Company, you are expected to behave professionally while in the employment of our esteemed organisation. You are expected to read the FMC Technologies' Code of Business Conduct and comply with the requirements outlined therein. Please also note very carefully that FMC Technologies requires you to ensure that you do not have any ongoing non-compete obligations with your past or present employers and that, under no circumstances, should you remove or copy, in any form or medium, proprietary material or content belonging to your current or past employers.



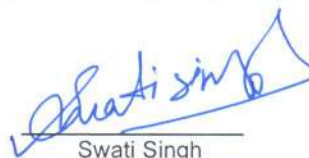
By signing this Offer of Employment, you have effectively acknowledged compliance with the requirements of this clause. It shall be your responsibility to ensure you stay updated on the aforesaid clause by accessing the relevant company intranet pages.

20. *Background Assessment:* In accordance with FMC Technologies Inc's corporate policy on employee background assessments, we wish to let you know that this Offer of Appointment is contingent upon you clearing assessments of your education, past employment, criminal history and (if applicable) professional qualification(s). In the event that the background assessments result in any adverse finding, FMC Technologies reserves the right to withdraw this Offer of Appointment during the hiring stage or discontinue your employment if the assessment report (containing adverse findings) is available only after you have joined the Company.
21. *Joining costs:* Any cost paid to you towards joining (notice period buyout, relocation allowance/ expense, joining bonus, etc.) will be recovered in total if you leave the organization within 1 year from the date of joining.
22. On the day of your joining please fill in the required forms and submit copies of these documents, along with originals for verification.
  - a. 08 (Eight) Passport-size color photographs of self with white color background.
  - b. 03 (Three) Passport-size color photographs of each of your family members - mother, father, spouse, children (for Insurance)
  - c. 02 (two) photocopies each of your ID proof & address proof- Driving License, PAN Card, Voter's ID card, Passport, Aadhar Card
  - d. Photocopies of your 10th/SSC, Inter, Graduation and other education certificates. (Provisional certs are also accepted)
  - e. Vehicle registration copy (RC copy) of employee if he/she would like to claim for Tax exemption on fuel expenses.
  - f. Photocopies of experience/ relieving letters, pay slips of current financial year, Form 16, Full & Final settlement, Form 26AS etc. from your previous employer(s)

We welcome you into our organization and wish that our association will be beneficial to both of us.

Yours truly,  
For FMC Technologies India Private Limited

\_\_\_\_\_  
(Niranjan Desai)  
Sr. Manager – Human Resource

  
\_\_\_\_\_  
Swati Singh

FMC Technologies India Pvt. Ltd.  
Plot No.27(Part), Survey No. 124, Road No 12,  
Commerzone, Raheja IT Park,  
Opp. Institute of Preventive Medicine,  
Industrial Park, IDA Nacharam,  
Hyderabad, Telangana, INDIA – 500 076  
Phone: +91 40 66342900,  
Fax: ++91 40 66342901  
CIN: U29219TG2009FTC079988  
Website: TechnipFMC.com





**CTC Structure (ANNEXURE-I)**

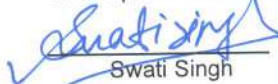
Name	Swati Singh	
Designation	Graduate Trainee	
Grade	14	
Date of Joining	July 6 <sup>th</sup> , 2020	
<b>Salary Structure</b>		
<b>Components of Salary</b>	<b>Rs. / Month</b>	<b>Proposed/ Year</b>
<b>A. Monthly Salary</b>		
Basic Salary	16,600	1,99,200
House Rent Allowance	8,300	99,600
FBP	7,467	89,604
Special Allowance	9,133	109,596
<b>Gross Salary</b>	<b>41,500</b>	<b>4,98,000</b>
<b>B. Standard Benefits</b>		
Provident Fund (employer contr)	1,992	23,904
Gratuity	798	9,576
Medical Insurance Premium	1,667	20,000
	<b>4,457</b>	<b>53,480</b>
<b>C. Cost to the Company*</b>		<b>5,51,000</b>
<b>Variable Incentive Plan</b>	Your target variable incentive is 10% of the Annual Gross salary and will be paid based on business and individual performance per the applicable Bonus policy of the company.	

\* Rounded off to nearest hundred

Yours truly,  
For FMC Technologies India Private Limited

(Niranjan Desai)  
Sr. Manager – Human Resources

I Accept the above offer

  
Swati Singh

FMC Technologies India Pvt. Ltd.  
Plot No.27(Part), Survey No. 124, Road No 12,  
Commerzone, Raheja IT Park,  
Opp. Institute of Preventive Medicine,  
Industrial Park, IDA Nacharam,  
Hyderabad, Telangana, INDIA – 500 076  
Phone: +91 40 66342900,  
Fax: ++91 40 66342901  
CIN: U29219TG2009FTC079988  
Website: TechnipFMC.com



February 22, 2020

**NIRAJ KUMAR**  
nk229468@gmail.com

Dear NIRAJ KUMAR,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Aptitude Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).


Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.288000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.

Niraj Kumar 



Annexure I: Compensation Structure			
Name	NIRAJ KUMAR	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96000
2	House Rent Allowance		38400
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		49800
6	Provident Fund (Employer Contribution)		21600
	<b>Total Fixed Pay per annum</b>		<b>240000</b>
	<b>Annual Performance Linked Pay (Maximum)</b>		<b>48000</b>
	<b>Total Cost to Company</b>		<b>288000</b>

**Notes:** \* Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

\*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.


Thank you  
Yours sincerely  
For Focus 4 – D Career Education Pvt Ltd

*P S Anand*

**Vijay Anand P S**  
Vice President – Human Resources

**ACCEPTANCE OF OFFER**

*I hereby confirm that I accept the above offer with all its terms and conditions of employment.*

*Niraj Kumar* 

Name & Signature of the candidate with date of acceptance



Garrett Motion Technologies (India) Pvt. Ltd.  
(Formerly known as Honeywell Turbo Technologies India Pvt. Ltd.)  
CIN: U29299PN 2004PTC019904  
Plot No 4A, Raison Industrial Estate  
Near Hinjawadi Phase II, Village - Maan  
Taluka - Mulshi, Pune - 411 057  
Maharashtra,  
India

### LETTER OF APPOINTMENT

O. N. R. Karthik  
Hyderabad

Dear Karthik,

Garrett Motion's vision is to be one of the world's premier companies, distinctive and successful in everything we do. Our primary goal is to exceed our customer expectations by delivering competitive, quality products and services on time, every time.

This is an aggressive goal, which can only be attained by recruiting and developing a talented workforce. Garrett Motion wants individuals, who bring a diverse perspective to our business challenges, yet share our common behaviors: Be Growth and Business Oriented, Be Customer Centric, Learn and Innovate, Be Transparent and Take Ownership, Demonstrate Passion and Engagement, Act with Speed and Thoughtfulness, Have Courage and Resilience.

### ACTIONS

- Please review the "Offer Details" below and sign by **November 6, 2020**, indicating whether you accept the offer.
- After you accept the offer, start the Next Steps below.

Further to your recent interview interaction with Garrett Motion, we are delighted to extend this offer of employment to you. This offer is conditional on (i) satisfactory reference check of all qualifications and the accuracy of the employment history provided by you; (ii) successful completion and passing the pre-employment drug tests conducted by Garrett Motion or any company designated by Garrett Motion to conduct the same; (iii) the acceptance of the terms and conditions of your assignment as set forth below including the attachments that are incorporated by reference "offer" and (iv) your obtaining the necessary work or employment passes or permits from the relevant authorities in India to work in India, if applicable. The term "Company" below shall refer to the hiring entity and the term "Garrett Motion" to its parent entity and/or Garrett Motion International Inc, its predecessors, designees and successors and its past, present and future operating companies, divisions, subsidiaries, affiliates and other business units.



## General Conditions

**Position:** GET - ISC (Quality)

**Location :** Pune , Maharashtra

**Supervisor:** You will report to Manager who will be assigned by Garrett Motion as your supervisor from time to time

**Date of Employment Commencement:** November 17, 2020

**Band:** Band

### Total Fixed Cash Salary

Your total fixed cash compensation is **INR 6,50,000/- PA (Rupees Six Lakhs Fifty Thousand Only)**. Please see attached Salary Break up Sheet.

### Employee Incentive Plan (EIP)

You will be eligible for the Incentive plan based on individual and business performance as applicable to your function with a target of 10% of your Total Fixed Cash Compensation, subject to the terms and conditions and eligibility during the plan year of the plan. Garrett retains the right to revise, suspend or terminate the incentive plan and/or the target percentage at any time and in its sole discretion.

### Compensation Administration & Delivery

Your compensation will be reviewed in accordance with the review cycle determined by the company and shall be based on your job performance, business performance, Garrett Motion performance as well as market pay trend.

### Benefits

**Leave Policy:** You will be eligible for leaves as specified in Company leave policies.

**Group Health Insurance:** You will be entitled to Company provided medical insurance based on the Company's current medical insurance scheme

**Personal Accident /Term Insurance:** You will be entitled to Company provided personal accident insurance and other insurance based on the Company's current insurance scheme.

**Provident Fund or Similar Mandatory Schemes:** You and the company shall make contributions in accordance with the provisions of the Employees' Provident Fund and Miscellaneous Provisions Act, 1952, if applicable. If eligible, you would be entitled to gratuity in accordance with the Payment of Gratuity Act, 1972.

### Other Matters

**Probation Period:** Six months. Successful completion of probation period is dependent on satisfactory performance as assessed by your Supervisor.

## Intellectual Property Agreement

Your offer of employment with Garrett Motion as described herein is contingent upon your signing and returning a copy of Garrett Motion's "Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information" (the "IP Agreement") before your start date. This IP Agreement will be part of your Onboarding Portal tasks

- This employment may be terminated at any time:
  - By giving 30 days advance notice, in writing, during the probation period or payment in lieu thereof to the other party or
  - By giving 60 days advance notice, in writing, after the successful completion of the probation period or payment in lieu thereof to the other party; the above mentioned notice period shall be curtailed only with prior approval from the management.
  - If in the reasonable opinion of Company your performance is below expectation or if you are guilty of serious misconduct, Company may terminate your employment summarily without notice. Serious misconduct includes, but is not limited to, dishonesty, theft, misrepresentation, breach of the Substance Abuse Policy; refusal to obey a reasonable command of Company.
- The Company reserves its right to insist on you to complete the project on hand and/or to complete the transition process before being relieved from the service. In the event, you leave the service of the Company without serving the Notice Period and completing your transition process, the company is entitled to take appropriate action against you.
- In the event the Company relieves you before the expiry of the Notice Period, you will be entitled to receive the salary for the unexpired period of Notice."

**Department and Work Location:** You will be employed at HR located at Pune or such other department or place of business of the Company or its subsidiaries and associates in or outside India, as the Company may determine from time to time.

**Work Hours:** Your working hours will be governed by applicable laws of India and may be revised from time to time.

**Duties:** During your employment with Company, you will be required to devote your entire time and attention to your duties and not engage in any other trade, business, or occupation.

**Dress Code:** You are expected to dress in business attire, smart casual and/or uniform, based on the existing policy of the company which may be revised from time to time.

**Income Tax Payment:** You will be solely responsible for your income tax. Where required by the local laws and tax authorities, the Company will deduct income taxes you owe from your monthly income and remit such monies to the tax authorities on your behalf.

**Employee Agreement Relating to Trade Secrets, Proprietary and Confidential:** You are subject to the terms as set forth in the attached Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information and all Supplements thereto.



# Garrett

ADVANCING MOTION

**Confidentiality:** You are subject to the terms as set forth in the attached Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information and any and all Supplements thereto. All information concerning the business, practices or finances of the Company shall be considered as strictly confidential and any breach thereof is deemed a serious misconduct which entitles the Company to terminate your employment in accordance with the provisions above.

**Non Violation:** You represent that by accepting the terms of this Agreement that you will not be in violation of the terms of any agreement with your previous employers or third parties.

**Code of Business Conduct:** Any time during the term of your employment, you are required to comply with all applicable laws, regulations and the Garrett Motion Code of Business Conduct, as may be amended from time to time. Please read the Garrett Motion Code of Business Conduct thoroughly as soon as your employment commences and attend all mandatory training as advised from time to time.

**Access to Communication System:** You shall use internal e-mail, voice mail, computer systems, etc. for work purposes and refrain from using them for personal purposes. Further, you agree that the Company may access or examine these systems, from time to time, pursuant to the Company's business requirements and in order to check if you have observed the Company regulations or if there have been any illegal or improper affairs.

**Governing Law:** This letter shall be governed by and construed under the laws of India without regard to its principles of conflicts of laws. Notwithstanding the foregoing, the Company reserves the right to invoke the jurisdiction of any competent courts in India (in particular its labor courts) or in any other country or jurisdiction (whether concurrently or not) to remedy or to prevent violation of or enforce any provisions in this Agreement. To the greatest extent permitted by applicable law, you waive any objection which you might now have to such courts being used as a forum to hear and determine any claim or suit.

**Non-Solicitation:** You are subject to the terms as set forth in the attached Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information and all Supplements thereto.

**Confidentiality:** You are subject to the terms as set forth in the attached Employee Agreement Relating to Trade Secrets, Proprietary and Confidential Information and any and all Supplements thereto. All information concerning the business, practices or finances of the Company shall be considered as strictly confidential and any breach thereof is deemed a serious misconduct which entitles the Company to terminate your employment in accordance with the provisions above.

**Non Violation:** You represent that by accepting the terms of this offer, you will not be in violation of the terms of any agreement with your previous employers or third parties.

**Code of Business Conduct:** Any time during the term of your employment, you are required to comply with all applicable laws, regulations and the Garrett Motion Code of Business Conduct, as may be amended from time to time. Please read the Garrett Motion Code of Business Conduct thoroughly as soon as your employment commences and attend all mandatory training as advised from time to time.

**Retirement Age:** You will retire from the services of the company on your completion of the age of sixty years subject to "Contract Terms and Notice Period" clause mentioned in this letter.

All the terms and conditions of your employment with Garrett Motion will be governed by the rules and regulations, policies, procedures and guidelines of Garrett Motion, which are subject to change from time to time, at the sole discretion of the company, without giving any notice or assigning any reason thereof.

Please indicate that you have understood and agree with our conditions by signing a copy of the attachment to this letter, and returning it as soon as possible, and in any case no later than **November 6, 2020**.

### **Working from Home**

Garrett Motion believes that employees work better, more efficiently and more collaboratively in close proximity to other employees, where ideas can be exchanged readily and decisions can be made more quickly for the benefit of the Company and our customers. All employees should work at their Assigned Location. No regular remote working arrangements are permitted unless approved in accordance with the applicable Garrett Motion Work from Home Policy or required by law.

-----  
O N R Karthik

-----  
Date



Re: Campus Engagement - Coffee Day Beverages | AIT, Pune

Campus CDB <campus.cdb@coffeeday.com>

Mon 10-Feb-20 3:31 PM

To: Training Placement Officer TPO <tpo@aitpune.edu.in>

Dear Mr. Khaladkar,

Kindly ignore the 5th Candidate. The final selects are as follows:

1. Vishal Salaria
2. Malay Mishra
- ⇒ 3. P Bharadwaja
4. Rahul Singh

Regards,

**Siddharth Mohite**

Assistant Manager - HR | Coffee Day Beverages

Coffee Day Square, 3rd floor, #23/2, Vittal Mallya Road, Bengaluru 560001, India

Mob. No.: +91 7744908202

[www.coffeeday.com](http://www.coffeeday.com) | [www.coffeedaybeverages.com](http://www.coffeedaybeverages.com)

---

From: Campus CDB <campus.cdb@coffeeday.com>

Sent: 10 February 2020 15:29

To: Training Placement Officer TPO <tpo@aitpune.edu.in>

Subject: Re: Campus Engagement - Coffee Day Beverages | AIT, Pune

Dear Mr. Khaladkar,

We thank you for the hospitality provided by yourself and your team on our visit to your campus on 7th February 2019.

Please note the below mentioned students have been selected for our **Service Executive Program**.

1. Vishal Salaria
2. Malay Mishra
3. P Bharadwaja
4. Rahul Singh
5. Gauri Suresh Jhadav

We would be sharing their Offer letters with you in a few weeks. In the meantime, kindly confirm their tentative possible earliest date of joining.

Congratulations to all of them and we look forward to having them on board for a successful career.

Please feel free to reach out to me for any clarifications.

Regards,

**Siddharth Mohite**

Assistant Manager - HR | Coffee Day Beverages

Coffee Day Square, 3rd floor, #23/2, Vittal Mallya Road, Bengaluru 560001, India

EMPLOYMENT OFFER LETTER

Capgemini Ref: 4024508 /535041,

10/27/2020,

Pankaj Kumar Chaurasia  
Viiil & Post Suryabhanpatti,  
Sultanpur ,  
India

Confidential

Dear Pankaj Kumar Chaurasia,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 11/03/2020 (or such other date as may be communicated to you by the Company), as per details given below.

A) Your current designation will be **Analyst/A4**

B) You will be required to work at the Company's offices in location **Pune**

C) On joining you will be under probation for 6(six) months from the date of joining. During this period your all-inclusive Annual target compensation (on a cost to company basis) will be **INR 300,002.00 (Rupees Three Lakh and Two only)**. Please refer **Annexure-A** for details. Subsequent to your successful completion of training and probation after six months from your date of joining, your all-inclusive annual target compensation (on a cost to company basis) will be revised to **INR 380,006.00 (Rupees Three Lakhs Eighty Thousand and Six only)**. Please refer **Annexure -B** for details.

Your compensation shall be paid on a monthly basis, in arrears. The company shall deduct tax at source at the time of making payment.

The breakup of your all-inclusive annual target compensation is as follows:



**Annexure - A**

Pankaj Kumar Chaurasia

Analyst

Total Cost to Company (CTC).

**Rs.300,002.00**

Monthly Components	Per Month	Annualized
Basic	Rs 10,000.00	Rs 120,000.00
House Rent Allowance	Rs. 4,089.00	Rs 49,068.00
Other Reimbursements & Allowances#	Rs. 0.00	Rs.0.00
Personal Allowance	Rs. 5,000.00	Rs. 60,000.00
Advance Statutory Bonus	Rs. 2,980.00	Rs. 35,760.00
<b>Gross monthly salary</b>	<b>Rs.22,069.00</b>	<b>Rs. 264,828.00</b>
Statutory payments ++		
Capgemini's contribution to PF ++	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.5,772.00
<b>Total Fixed Compensation</b>		<b>Rs.292,200.00</b>
<b>Total Cash Compensation</b>		<b>Rs.292,200.00</b>
<b>Benefits</b>		
Medical, Accident & Life Insurance Premium		Rs. 7,802.00
Capgemini contribution to ESI		Rs.0.00
<b>Total Cost to Company</b>		<b>Rs. 300,002.00</b>

Total Cost to Company		Rs. 300,002.00
-----------------------	--	----------------

### Annexure - B

Pankaj KumarChaurasia

Analyst

Total Cost to Company (CTC).

Rs.380,006.00

Monthly Components	Per Month	Annualized
Basic	Rs. 10,860.00	Rs. 130,320.00
House Rent Allowance	Rs. 5,430.00	Rs. 65,160.00
Other Reimbursements & Allowances#	Rs. 5,285.00	Rs. 63,420.00
Personal Allowance	Rs. 4,140.00	Rs. 49,680.00
Advanced Statutory Bonus	Rs. 3,064.00	Rs. 36,768.00
Gross monthly salary	Rs. 28,695.00	Rs. 344,340.00
Statutory payments ++		
Capgemini's contribution to PF ++	Rs. 1,800.00	Rs. 21,600.00
Gratuity (accrual only)	Rs. 522.00	Rs. 6,264.00
<b>Total Fixed Compensation</b>	<b>Rs. 31,017.00</b>	<b>Rs. 372,204.00</b>
Special Incentives##	Rs. 0.00	Rs. 0.00
<b>Total Cash Compensation</b>	<b>Rs. 31,017.00</b>	<b>Rs. 372,204.00</b>
<b>Benefits</b>		
Medical, Accident & Life Insurance Premium		Rs. 7,802.00
Capgemini contribution to ESI		Rs. 0.00



Total Cost to Company		Rs.380,006.00
-----------------------	--	---------------

# You may choose any of the following optional instruments that are a part of the Other Allowance & Reimbursements. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes. For details on claiming these instruments please check the Other Allowance and Reimbursements FAQ and Claim Forms.

Other Allowance & Reimbursements	Annualized
Telephone	19,800.00
LTA	60,000.00
Meal Coupons	24,000.00
Vehicle Reimbursement	21,600.00

**Notes:**

1. The payroll processing will be as per Company policy notified from time to time.
  2. Employees should decide on the Other Allowances and Reimbursements (OAAR) at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
  3. For claiming tax benefit in case of admissible allowances and reimbursements (eg. LTA, telephone etc), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
  4. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.
  5. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.
- ++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes /modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes/ modification to statutory payment.
- ++ Employee's contribution towards PF and ESI will be made from the monthly salary. If employee moves out of ESI coverage on account of his/her salary crossing the defined threshold, deduction of employer and employee's contribution would continue up to the ESI contribution cycle defined by law.
- \*\* This is the maximum limit you are eligible for. You may choose any of the following optional components under 'Other Allowance & Reimbursements' Non taxable components (except Meal Coupons) would be paid based on a claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

F.) Probationary Period:

1. You will be on probation for a period of six months from your date of joining the Company and continuity of your employment with the Company is dependent on confirmation of your employment. The Company reserves the right to revise the probation period depending on your performance and/or other consideration.
2. At any time during your probation period the Company may confirm your employment by way of a written communication, if your performance is found to be satisfactory. Your probation shall be deemed extended, for a period not exceeding 30 days, in a situation where you do not receive the aforesaid written communication from the Company.

G.) Performance Review: You will be eligible to participate in Company's performance review process as per Company policy.

H.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:
  - a. You will submit relevant documents as mandated by the Company;
  - b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company;
  - c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless you must submit a clear discharge and/or relieving letter within fifteen (15) days of joining the Company;
  - d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
  - e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.
  - f. You provide two satisfactory references, one being from your most recent employer (prior to joining Caggemini);
  - g. Your background verification check (including address, academics, employment, criminal etc as applicable) conducted by the Company is cleared; and
  - h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.
  - i. Your employment shall be subjected to the below-mentioned additional terms and conditions.
    - a. You should clear the final degree examination and submit your degree marks sheet and/or certificate, as a proof of



a.You should clear the final degree examination and submit your degree marks sheet and/or certificate, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by 30-December-2020, our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

b.You will be required to clear the mandatory Entry Level Certification Training Test of the Company in the first attempt. The details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.

c.As a condition of your employment with the Company, you will be required to undergo certain specialized training, certification and/or skill up gradation, at the cost, resource and expense of the Company. In consideration thereof, you shall be required to sign a training agreement or service agreement with the Company, and inter alia provide a commitment to work for the Company for 24 months, failing which there would be certain monetary liabilities that you would need to bear. Prior to acceptance of our Offer, you may request HR Department for more details in this respect including draft of such an agreement, for your review.  
You fill the complete Back ground verification link given along with the welcome mail of the offer.

j. You have achieved minimum 60% aggregate in all semesters of your graduation.

k. You submit the following mandatory documents before the date of joining..

1. Highest Degree/Provisional Certificate and Final year Mark sheet.

2.In case you do not have the Education documents on the Day of joining, you should submit the same to the HR not later than 3 months from Date of Joining.

l. You will join our Fresher training and for successful completion of training you will be evaluated upon defined parameters and will be required to score a minimum percentage. Details pertaining to fresher training will be provided to you separately at the time of on-boarding.

2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

l.) Your employment with the Company will also be governed by the terms and conditions of employment contained in **Exhibit 1** attached hereto.

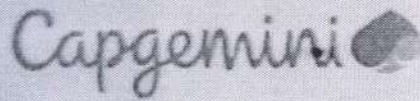
J.) The Company's address for sending notice in relation to your employment is as below:

Kind Attn: Head - Human Resources

Address: Capgemini Technology Services India Limited,  
Capgemini Knowledge Park, IT 3 IT 4, SEZ, Thane-Belapur Rd, TTC Industrial Area, Airoli, Navi  
Mumbai, Maharashtra 400708

Email: [hremployeeservices.in@capgemini.com](mailto:hremployeeservices.in@capgemini.com)





Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
New Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

Date: September 18, 2019

Ref No: HR/Campus/LO2020402474/1

Pankaj Kumar Yadav  
Army Institute of Technology

Letter of Intent ("LOI")

Dear Pankaj Kumar Yadav,

With reference to your interview conducted by us at Army Institute of Technology, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this LoI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey but with assignments, assessments and webinars as appropriate.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments prior to joining. The progress made by you in this learning journey would not only help you to get on-boarded earlier but also help you to be trained for advanced skills relevant to your career at Capgemini. Also, we encourage you to learn beyond the prescribed course curriculum and acquire Industry recognized certifications to accelerate your career in this competitive industry



Upon joining Caggemini,

1. You are expected to enter into an employment agreement with Caggemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Caggemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Caggemini and your performance will be evaluated periodically during such training period.

Caggemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

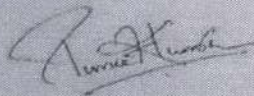
The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Caggemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@caggemini.com](mailto:fresherhiring.in@caggemini.com)

Thanking you,  
Yours Sincerely,  
**For & On Behalf of Caggemini**



**Puneet Kumra**  
Head - Fresher Hiring



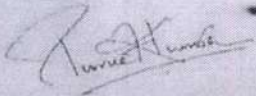
**ANNEXURE 1**

**Pankaj Kumar Yadav**

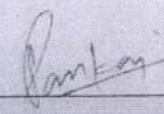
**Analyst and A4**

You will be under probation for six (6) months from your date of joining Caggemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to **INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Caggemini**



**Puneet Kumra**  
**Head - Fresher Hiring**

**Signature:**  \_\_\_\_\_

**Candidate Name:** Pankaj Kumar Yadav

**Date:** 09 DECEMBER 2019





**Letter of Intent- Private and Confidential**

Date:- 9 August 2019  
 Name: - Pawan Kumar  
 Address: - Army Institute of Technology, Pune

Congratulations!! We are happy to offer you the position of "**Associate Engineer**". We look forward to your arrival at our company. Tentative date of joining will be **6 July 2020**.

We wish to let you know that this Letter of Intent is contingent upon you clearing assessments of your education, past employment, criminal history and (if applicable) professional qualification(s). In the event that the background assessments result in any adverse finding, the Company reserves the right to withdraw this Letter of Intent at any stage.

Your total cost to the company will be **INR. 5,51,000/- (Rupees Five Lakhs Fifty One Thousand only) per annum**. The payment shall be subject to taxes as applicable. A detailed CTC break-up, mentioning your cash and other allowances/perks, is (Annexure I) for your reference.

Salary Structure (Annexure I)		
Components of Salary	Rs. / Month	Proposed/ Year
<b>A. Monthly Salary</b>		
Basic Salary	16,600	1,99,200
House Rent Allowance	8,300	99,600
FBP	7,467	89,604
Special Allowance	9,133	109,596
<b>Gross Salary</b>	<b>41,500</b>	<b>4,98,000</b>
<b>B. Standard Benefits</b>		
Provident Fund (employer contr)	1,992	23,904
Gratuity	798	9,576
Medical Insurance Premium	1,667	20,000
	<b>4,457</b>	<b>53,480</b>
<b>C. Cost to the Company*</b>		<b>5,51,000</b>
<b>Variable Incentive Plan</b>	Your target variable incentive is 10% of the Annual Gross salary and will be paid based on business and individual performance per the applicable Bonus policy of the company.	

\* Rounded off to nearest hundred

Best Regards,  
 For FMC Technologies India Private Limited

(Niranjan Desai)  
 Sr. Manager – Human Resources



**Offer: Computer Consultancy**  
**Ref: TCSL/CT20182610695/Pune**  
**Date: 13/09/2019**

Mr. Prashant Singh  
Army Institute Of Technology, Alandi Road, Dighi Hills,  
Tcs,  
Pune-411015,  
Maharashtra.  
Tel# -6397470609

Dear Prashant Singh,

**Sub: Letter of Offer**

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year. Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

**TCS Confidential**  
**TCSL/CT20182610695**

1

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com





Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

## **COMPENSATION AND BENEFITS**

### **BASIC SALARY**

You will be eligible for a basic salary of ₹10,200/- per month.

### **BOUQUET OF BENEFITS (BoB)**

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

#### **1. House Rent Allowance (HRA)**

Your HRA will be ₹4,080/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

#### **2. Leave Travel Allowance**

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

#### **3. Personal Allowance**

You will be eligible for a monthly personal allowance of ₹7,570/- per month. This component is subject to review and may change as per TCSL's compensation policy.

#### **4. Food Card**

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ₹500/- being credited to this card per month. However you may want to re-distribute the BoB

TCS Confidential

2

TCSL/CT20182610695

**TATA CONSULTANCY SERVICES**

**Tata Consultancy Services Limited**

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



amount between the components as per your tax plan, once you join TCSL.

## **PERFORMANCE PAY**

### **Monthly Performance Pay**

You will receive a monthly performance pay of ₹1,700/-. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

### **Quarterly Variable Allowance**

Your variable allowance will be ₹600/- per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

## **CITY ALLOWANCE**

You will be eligible for a City Allowance of ₹200/- per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

## **XPLORE/ LEARNING INCENTIVES**

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

## **OTHER BENEFITS**

### **Health Insurance Scheme**

TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).





HIS offers the following benefits:

### 1. Basic Cover

i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

### 2. Higher Hospitalisation

Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

### Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother, may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

### Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

### Loans

You will be eligible for loans, as per TCSL's loan policy.

### Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

TCS Confidential

TCSL/CT20182610695

4

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



## **RETIRALS**

### **Provident Fund**

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

### **Gratuity**

You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

## **TERMS AND CONDITIONS**

### **1. Aggregate Percentage Requirements**

Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board / University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

### **2. Pre requisites for Joining**

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.





**GROSS SALARY SHEET**

**Annexure 1**

<b>Name</b>	<b>Prashant Singh</b>
<b>Designation</b>	<b>Assistant System Engineer-Trainee</b>
<b>Institute Name</b>	<b>Army Institute Of Technology,Pune University, Pune</b>

Table 1: Compensation Details (All Components in INR)

<b>Component Category</b>	<b>Monthly</b>	<b>Annual</b>
<b>1) Fixed Compensation</b>		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
<b>2) Performance Pay**</b>		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
<b>3) City Allowance</b>	200	2,400
<b>4) Annual Components/Retirals</b>		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
<b>TOTAL GROSS</b>	<b>27,415</b>	<b>3,36,875</b>
<b>Xplore/ Learning Incentive****</b>		<b>Upto 60,000</b>

# Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

\* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Programme.

\*\*The Performance Pay is applicable upon successful completion of the TCS Xplore Programme.

\*\*\* For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

\*\*\*\* Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

<b>Component Category</b>	<b>Monthly</b>	<b>Annual</b>
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
<b>GROSS BOUQUET OF BENEFITS</b>	<b>13,000</b>	<b>1,56,000</b>

**TCS Confidential**  
**TCSL/CT20182610695**

**TATA CONSULTANCY SERVICES**

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6688 7777 Fax: 91 20 6688 7107 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Fwd: Interview Result at BYJU'S

Rachit Bandale <rachit.sasuke@gmail.com>

Mon 06-Jul-20 9:55 AM

To: Training Placement Officer TPO <tpo@aitpune.edu.in>

Sir this is the mail that I have received

Offer letter they will give after verifying documents and getting NOC

----- Forwarded message -----

From: **Yuvraj Singh Chouhan** <yuvraj.chouhan@byjus.com>

Date: Sun, 17 May 2020, 15:50

Subject: Interview Result at BYJU'S

To: <rachit.sasuke@gmail.com>

Dear Rachit Bandale,

Congratulations!! We are thrilled to inform that you have been selected for the position of **Business Development Trainee** at **BYJU'S – The Learning App**.

Please reply to this mail to acknowledge and confirm your offer.

**Joining Details:**

**Date of Joining :**

**BDT Training Location :** Bengaluru

**Role Location :** Pune

**Joining Location Address: Bangalore:** 6th Floor, Tower D, IBC Knowledge Park, Banerghatta Road, Bangalore 95

**Fixed CTC during training (not inclusive of incentives):** INR 3 LPA

**Annual CTC post successful completion of Training:** INR 10 LPA (7 LPA fixed + 3 LPA variable) for the role of BDA - Direct Sales or Rs 8 INR (5 LPA fixed + 3 LPA variable) for the role of BDA - Inside Sales

**Details of Business Development Trainee Program:** You will be undergoing Byju's Sales Training for a duration of 2 months. The first 2 weeks of this training will be classroom training followed by 6 weeks of "On-the-Job Training", both at the BDT Training Location. You will be assessed and monitored during your training program. We are also happy to inform you that additional performance incentives will be applicable during your training period. Currently till our offices re-open, your training will happen in the Work from Home mode. Once our offices are open, your training will shift to the BDT Training Location.

Upon successful completion of training based on clearing the company's expected parameters, you will be confirmed as BDA - Direct Sales (at 10 LPA) or BDA - Inside Sales (at 8 LPA). Also, only after confirmation to the BDA role, you will start work at your 'Role Location' (unless joining and training is being held at your role location itself).

**Note for candidates confirmed as BDA-Direct Sales:** In the unlikely scenario where the Direct Sales Model does not resume in your role location at the end of your Training Program, you will be offered the BDA-Inside Sales (at 8 LPA) role in Bengaluru. You will relocate to your role location as BDA-Direct Sales (at 10 LPA) as soon as the Direct Sales model begins at your role location.

**Further details:**

Few information regarding your training and onboarding are given below:

1. All your original academic documents are required for verification. You can find the list of documents to upload and submit within the offer letter itself.
2. Please note that without completing the above registration and receiving the offer letter, your onboarding would not happen.
3. You need to have a working broadband connection and laptop at all times during the Training period. Please note that this is a core requirement for you to take part in the Training. Training can't happen without fulfilment of this requirement.
4. Your training performance will be thoroughly evaluated during your 8 weeks with us as that will be an incubation period for your new role.
5. Business formal or business casual attire is mandatory during work hours.



Accommodation at the BDT training location will be provided by the company for the first two weeks of the BDT Program (only applicable for those whose role location is not Bangalore)

### **About Byju's:**

BYJU'S is world's most valuable ed-tech company and the creator of India's most personalised K12 learning app which offers highly adaptive, engaging and effective learning programs for students in classes 4-12 (K-12) and competitive exams like JEE, NEET, CAT, IAS, GRE and GMAT. Launched in 2015, BYJU'S has become the most loved and preferred learning app for students across age groups.

Started by teacher and visionary, Byju Raveendran and his top set of students, BYJU'S aim is to make quality learning accessible, effective, and personalised for everyone. The BYJU'S way of learning provides students a learning platform where they can learn, engage and be excited about charting their own path to discover the world. The learning app brings together the best teachers, technology, content, media for creating a seamless, world-class learning experience for each and every type of learner. Today, BYJU'S has over 33 million registered students and 2.2 million annual paid subscriptions. With an average time of 64 minutes being spent by a student on the app every day from 1700+ cities, the BYJU'S app is making learning enjoyable and effective.

Delivering world class learning experiences, BYJU'S is making learning contextual and visual, and not just theoretical. The app has been designed to adapt itself to the unique learning style of every student, as per the pace, size and style of learning. The learning app is paving the way for new-age, geography-agnostic learning tools that sit at the cross section of mobile, interactive content and personalised learning methodologies.

Till date BYJU'S has raised over USD 700 million from a strong and diverse investor set like - Chan-Zuckerberg Initiative, Naspers, CPPIB, General Atlantic, Tencent, Sequoia Capital, Sofina, Verlinvest, IFC, Aarin Capital, TimesInternet and Lightspeed ventures.

At BYJU'S, we are driven by the motto to encourage students to learn on their own and keep their child-like curiosity alive. So get ready to be a part of the growing family at BYJU'S and be a **BYJUite** officially. We hope your journey with us takes you to greater heights creating the best of memories and milestones along the way.

Please visit <https://youtu.be/2XeG15RHypQ> for a better insight into the job.

**Registration Details:** As an initial step of on-boarding formalities, you are required to fill the registration form using the link below. Please follow the below steps to complete registration and to view the offer letter (post offer release).

Step1: Register using the below-mentioned link

Step2: Complete your details in 'Application Page'

Step3: Complete the 'My Candidate Profile' page with education details with documents and previous employment information.

Step4: After filling please 'SAVE' the page and Click 'I am Done' and you will be receiving your Offer Letter.

**Registration Link:** [Please click here to register.](#)

Regards,

Team BYJU's

Re: Campus Engagement - Coffee Day Beverages | AIT, Pune

Campus CDB <campus.cdb@coffeeday.com>

Mon 10-Feb-20 3:31 PM

To: Training Placement Officer TPO <tpo@aitpune.edu.in>

Dear Mr. Khaladkar,

Kindly ignore the 5th Candidate. The final selects are as follows:

1. Vishal Salaria
2. Malay Mishra
3. P Bharadwaja
4. Rahul Singh

Regards,

**Siddharth Mohite**

Assistant Manager - HR | Coffee Day Beverages

Coffee Day Square, 3rd floor, #23/2, Vittal Mallya Road, Bengaluru 560001, India

Mob. No.: +91 7744908202

[www.coffeeday.com](http://www.coffeeday.com) | [www.coffeedaybeverages.com](http://www.coffeedaybeverages.com)

---

From: Campus CDB <campus.cdb@coffeeday.com>

Sent: 10 February 2020 15:29

To: Training Placement Officer TPO <tpo@aitpune.edu.in>

Subject: Re: Campus Engagement - Coffee Day Beverages | AIT, Pune

Dear Mr. Khaladkar,

We thank you for the hospitality provided by yourself and your team on our visit to your campus on 7th February 2019.

Please note the below mentioned students have been selected for our **Service Executive Program**.

1. Vishal Salaria
2. Malay Mishra
3. P Bharadwaja
4. Rahul Singh
5. Gauri Suresh Jhadav

We would be sharing their Offer letters with you in a few weeks. In the meantime, kindly confirm their tentative possible earliest date of joining.

Congratulations to all of them and we look forward to having them on board for a successful career.

Please feel free to reach out to me for any clarifications.

Regards,

**Siddharth Mohite**

Assistant Manager - HR | Coffee Day Beverages

Coffee Day Square, 3rd floor, #23/2, Vittal Mallya Road, Bengaluru 560001, India





HR-PM-RC-FOR-10-F0012 - MT (19)  
August 19, 2019

**Mr. Raja Kushwaha**  
12 A, Durga Palace,  
Sainik Vihar,  
Deori road, Agra  
UP- 282001

Dear Raja,

You have been a part of the Summer Internship program – SG Next 2019 with Saint Gobain India Pvt Ltd and we congratulate to for your contributions. With reference to your application and the interviews we have had, we are pleased to make an employment offer to you as **Management Trainee** in Saint-Gobain India Private Ltd. You will be initially located at our manufacturing location at Sriperumbudur, Tamilnadu.

The details are as under:

- 1) **Joining Date** : on or before July 1, 2020.
- 2) **Training Period** : Six Months
- 3) **Your emoluments are as under:**

<u>Components</u>	<u>Amount (Rs. per annum)</u>
• Basic Pay	: Rs.2,28,000/-
• HRA	: Rs.1,36,800/-
• Other Allowance	: Rs.1,28,400/-
• Education Allowance	: Rs.2,400/-
• Conveyance Allowance	: Rs.19,200/-
• Medical Reimbursement	: Rs.15,000/-
• Annualised Incentive*	: Rs.60,000/-
• Long Term Benefit (17.74%)	: Rs.40,447/-
o Provident Fund (12%)	
o Gratuity (5.74%)	

- 4) **\* Incentive** : You will be eligible for a fixed incentive on completion of your training. Thereafter from the date of your probation you will be covered under Performance Related Variable Incentive Scheme for Employees (PRISE/PRIME), as applicable to the function you belong to.

**Saint-Gobain India Private Limited - Glass Business**

Registered Office : Level 7, Sigapi Aachi Building, 18/3 Rukmani Lakshmi pathy Road, Egmore, Chennai - 600 008  
Ph: +91 - 44 - 4593 6000 | Fax: +91 - 44 - 4593 6008 | <http://in.saint-gobain-glass.com> | CIN: U26109TN1997PTC037875  
Factory : World Glass Complex, Plot No A-1, SIPCOT Industrial Park, Sriperumbudur - 602 105. Tamilnadu. India.  
Tel : +91-44-2716 2832 to 39 | Fax : +91-44-2716 2845 | <http://in.saint-gobain-glass.com>



- 5) Retention Bonus : You will be paid one-time Retention Bonus of Rs.3 lakhs on successful completion of 3 years of service from the date of confirmation.
- 6) Medical Insurance : You will be governed by Group Insurance policies as applicable to your level.

Your appointment is subject to:

- (a) You being medically fit for Employment to be certified by the Company Doctor or any other Registered Medical Practitioner appointed or authorized by the Company.
- (b) You successfully complete your graduation at the time of joining.

Please give your acceptance by duly signing and returning duplicate copies of:

1. Appointment Letter,
2. Standard Terms and Conditions of Appointment
3. Group Principles of Action & Principles of Conduct.

In order to complete the joining formalities, we request you to submit a copy of the following documents at the time of joining:

1. Three passport size photographs (with a business formal attire) and copy of PAN number.
2. One set of photostat copies of the following documents with their originals for verification:
  - a. Birth certificate (SSLC or equivalent Pre-college certificate), Transfer Certificate / Community Certificate
  - b. Educational certificates  
Proof of examinations passed, including the name of the institution and percentage of marks obtained etc.,
  - c. Employment certificates (where applicable)  
Service certificate and proof of last drawn salary with previous employers.

In order to have smooth salary transactions you are advised to hold a HDFC or ICICI or SBI bank account before joining us. Any Income tax liability will be borne by the employee.

We welcome you to join us for a bright and rewarding career with Saint-Gobain India private Ltd.

Yours sincerely,

**B. SANTHANAM**

Managing Director – Saint- Gobain India Pvt Ltd.

Encl : a/a

ACCEPTED :

\_\_\_\_\_  
(Raja Kushwaha)





**Letter of Intent- Private and Confidential**

Date:- 9 August 2019

Name: - Rohit Patel

Address: - Army Institute of Technology, Pune

Congratulations!! We are happy to offer you the position of "**Associate Engineer**". We look forward to your arrival at our company. Tentative date of joining will be **6 July 2020**.

We wish to let you know that this Letter of Intent is contingent upon you clearing assessments of your education, past employment, criminal history and (if applicable) professional qualification(s). In the event that the background assessments result in any adverse finding, the Company reserves the right to withdraw this Letter of Intent at any stage.

Your total cost to the company will be **INR. 5,51,000/- (Rupees Five Lakhs Fifty One Thousand only) per annum**. The payment shall be subject to taxes as applicable. A detailed CTC break-up, mentioning your cash and other allowances/perks, is (Annexure I) for your reference.

Salary Structure (Annexure I)		
Components of Salary	Rs. / Month	Proposed/ Year
<b>A. Monthly Salary</b>		
Basic Salary	16,600	1,99,200
House Rent Allowance	8,300	99,600
FBP	7,467	89,604
Special Allowance	9,133	109,596
<b>Gross Salary</b>	<b>41,500</b>	<b>4,98,000</b>
<b>B. Standard Benefits</b>		
Provident Fund (employer contr)	1,992	23,904
Gratuity	798	9,576
Medical Insurance Premium	1,667	20,000
	<b>4,457</b>	<b>53,480</b>
<b>C. Cost to the Company*</b>		<b>5,51,000</b>
<b>Variable Incentive Plan</b>	Your target variable incentive is 10% of the Annual Gross salary and will be paid based on business and individual performance per the applicable Bonus policy of the company.	

\* Rounded off to nearest hundred

Best Regards,  
For FMC Technologies India Private Limited

(Niranjan Desai)  
Sr. Manager – Human Resources



Date: 20<sup>th</sup> Feb. 2020

Subject: Selection Letter

Dear Rohit Prasad,

*Congratulations!*

Thank you for showing interest in Praj Industries Limited. We are pleased to inform you that you have been selected for the position of "Graduate Engineer Trainee" in our organization.

Your joining date will be 6<sup>th</sup> July 2020.

You will be on a one year probation period at an annual salary of *INR 4,00,000*. You will be confirmed into the organization upon successful completion of your probation, based upon your performance and business scenario.

A formal offer and joining formalities will soon be sent to you via an email.

Welcome to the Praj family!

Yours truly,

A handwritten signature in blue ink that reads 'Shweta Wadhawan'.

Shweta Wadhawan

Head - Talent Management

Praj Industries Limited

I accept the above mentioned employment offer and acknowledge receiving a copy of the same.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

**Praj Industries Limited**





Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Date: September 18, 2019**

**Ref No: HR/Campus/LO2020402467/1**

**Saanu A Mathew**  
**Army Institute of Technology**

**Letter of Intent ("LOI")**

Dear Saanu A Mathew,

With reference to your interview conducted by us at Army Institute of Technology, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this Lol, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey but with assignments, assessments and webinars as appropriate.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments prior to joining. The progress made by you in this learning journey would not only help you to get on-boarded earlier but also help you to be trained for advanced skills relevant to your career at Capgemini. Also, we encourage you to learn beyond the prescribed course curriculum and acquire Industry recognized certifications to accelerate your career in this competitive industry



Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period.

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com)

Thanking you,  
Yours Sincerely,  
**For & On Behalf of Capgemini**

**Puneet Kumra**  
**Head - Fresher Hiring**



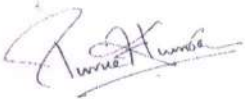
**ANNEXURE 1**

**Saanu A Mathew**

**Analyst and A4**

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,00,000/- (Rupees Three Lakh only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

**For & On Behalf of Capgemini**



**Puneet Kumra**  
**Head - Fresher Hiring**

**Signature:** \_\_\_\_\_

**Candidate Name: Saanu A Mathew**

**Date:** \_\_\_\_\_



**Letter of Intent- Private and Confidential**

Date:- 9 August 2019  
 Name: - Sangam Kumar Padhi  
 Address: - Army Institute of Technology, Pune

Congratulations!! We are happy to offer you the position of "**Associate Engineer**". We look forward to your arrival at our company. Tentative date of joining will be **6 July 2020**.

We wish to let you know that this Letter of Intent is contingent upon you clearing assessments of your education, past employment, criminal history and (if applicable) professional qualification(s). In the event that the background assessments result in any adverse finding, the Company reserves the right to withdraw this Letter of Intent at any stage.

Your total cost to the company will be **INR. 5,51,000/- (Rupees Five Lakhs Fifty One Thousand only) per annum**. The payment shall be subject to taxes as applicable. A detailed CTC break-up, mentioning your cash and other allowances/perks, is (Annexure I) for your reference.

Salary Structure (Annexure I)		
Components of Salary	Rs. / Month	Proposed/ Year
<b>A. Monthly Salary</b>		
Basic Salary	16,600	1,99,200
House Rent Allowance	8,300	99,600
FBP	7,467	89,604
Special Allowance	9,133	109,596
<b>Gross Salary</b>	<b>41,500</b>	<b>4,98,000</b>
<b>B. Standard Benefits</b>		
Provident Fund (employer contr)	1,992	23,904
Gratuity	798	9,576
Medical Insurance Premium	1,667	20,000
	<b>4,457</b>	<b>53,480</b>
<b>C. Cost to the Company*</b>		<b>5,51,000</b>
<b>Variable Incentive Plan</b>	Your target variable incentive is 10% of the Annual Gross salary and will be paid based on business and individual performance per the applicable Bonus policy of the company.	

\* Rounded off to nearest hundred

Best Regards,  
 For FMC Technologies India Private Limited

(Niranjan Desai)  
 Sr. Manager – Human Resources



295-2020



**DAIKIN AIRCONDITIONING INDIA PVT. LTD.**

12th Floor, Building No. 9, Tower 'A', DLF Cyber City, DLF Phase III,  
Gurugram - 122 002, Haryana, INDIA Tel. : +91-124-4555444, Fax : +91-124-4555333  
Corporate Identification Number (CIN) - U74899DL2000PTC104990  
Website: www.daikinindia.com, e-mail: ho@daikinindia.com

06.01.2020

**Mr Santosh Bandgar**

**SUB: OFFER LETTER**

**Dear Santosh,**

With reference to our discussions, we are pleased to offer you a post of **Graduate Engineer Trainee** at Daikin India. Compensation Structure during the training will be as mutually discussed and agreed upon.

You are required to report at the following address on **01 July 2020**:

**Daikin Airconditioning India Pvt. Ltd. (ACDC)  
Riico industrial complex, Neemrana,  
Alwar, Rajasthan 301705**

In case there is any change in the joining date, please intimate us beforehand.

Your final job location will be communicated to you after completion of training at Daikin ACDC Neemrana.

You are required to submit the documents before your joining as mentioned below.

**Refer Annexure A for the documents to be submitted before and on the day of joining.**

We look forward to your joining with us.

Thanking you,

Truly Yours,  
**For Daikin Airconditioning India Pvt. Ltd.**

**Gerard D'Mello  
Director – HR**

## ANNEXURE A

### **DOCUMENTS TO BE SUBMITTED**

You are required to submit the documents mentioned below within 2 days of receiving the offer letter. In case you fail to submit any of the below mentioned documents before or on the day of joining, this offer letter may stand null and void.

#### **I. DOCUMENTS TO BE SUBMITTED BEFORE JOINING:**

Documents should be given to Human Resource department either in soft or hard copy. All the documents should be self attested by you.

1. Acceptance of the given offer letter.
2. Photocopy of 10<sup>th</sup> & 12<sup>th</sup> certificate.
3. Photocopy of your graduation and post graduation certificate/degree.
4. 2 passport size photographs. (In Jpg format, if soft copy is submitted)
5. Relieving letter from the last employer (if you were working earlier).
6. Experience certificate received from last employer (In case you have not received yet, please carry on the day of joining).
7. Experience certificate of previous companies.
8. 1 Copy of any of the following documents as your 'proof of identity':
  - Valid Passport
  - Voter's ID Card
  - PAN Card
  - Ration Card

#### **II. DOCUMENTS TO BE SUBMITTED ON THE DAY OF JOINING:**

You are required to carry the following documents along with you on the joining day to the reporting branch.

1. 2 passport size photographs to open your bank account in Axis bank.
2. 1 Copy of any of the following documents as your 'proof of identity' (as mentioned above) to open your salary account at Axis bank.

#### **III. MEDICAL EXAMINATION & BACKGROUND VERIFICATION**

Company may conduct a pre employment medical examination and background verification. Based on less than adequate results of standard medical test and background reports, DAIKIN reserves the right to withdraw your employment offer.




Compensation Structure

GRADE		GET	
DESIGNATION		GRADUATE ENGINEER TRAINEE	
PARTICULARS		AMOUNT	
A.	Monthly Salary (Rs.)	Basic	14000
		HRA	7000
		Conveyance Allowance	1600
		Special Allowance	10670
		Medical Allowance	1167
		<b>Gross Monthly</b>	<b>34437</b>
B.	Employer Contribution/ Benefits (Rs.)	PF	1800
		Gratuity	673
		Mediclaim Insurance	590
		<b>Total</b>	<b>3063</b>
Monthly CTC (Fixed Pay)		37500	
Annual CTC (Fixed Pay)		450000	

Gratuity will be paid as per Gratuity Act 1972.  
Income Tax will be deducted as per Income Tax Act,1962

**For Daikin Air-conditioning India Pvt. Ltd.**

  
**Gerard D'Mello**  
Director - HR



Capgemini Technology Services India Limited  
 (Formerly known as IGATE Global Solutions Limited)  
 IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
 Navi Mumbai - 400708, Maharashtra, India.  
 Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
 www.capgemini.com/in-en

Date: September 18, 2019

Ref No: HR/Campus/LO2020402459/1

Shailesh Kushwaha  
 Army Institute of Technology

### Letter of Intent ("LOI")

Dear Shailesh Kushwaha,

With reference to your interview conducted by us at Army Institute of Technology, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4** with **Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this Lol, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey but with assignments, assessments and webinars as appropriate.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments prior to joining. The progress made by you in this learning journey would not only help you to get on-boarded earlier but also help you to be trained for advanced skills relevant to your career at Capgemini. Also, we encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry



Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period.

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

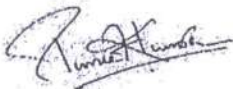
The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com)

Thanking you,  
Yours Sincerely,  
**For & On Behalf of Capgemini**



**Puneet Kumra**  
**Head - Fresher Hiring**



**Letter of Intent- Private and Confidential**

Date:- 9 August 2019  
 Name: - Shivam Singh Tomar  
 Address: - Army Institute of Technology, Pune

Congratulations!! We are happy to offer you the position of "**Associate Engineer**". We look forward to your arrival at our company. Tentative date of joining will be **6 July 2020**.

We wish to let you know that this Letter of Intent is contingent upon you clearing assessments of your education, past employment, criminal history and (if applicable) professional qualification(s). In the event that the background assessments result in any adverse finding, the Company reserves the right to withdraw this Letter of Intent at any stage.

Your total cost to the company will be **INR. 5,51,000/- (Rupees Five Lakhs Fifty One Thousand only) per annum**. The payment shall be subject to taxes as applicable. A detailed CTC break-up, mentioning your cash and other allowances/perks, is (Annexure I) for your reference.

Salary Structure (Annexure I)		
Components of Salary	Rs. / Month	Proposed/ Year
<b>A. Monthly Salary</b>		
Basic Salary	16,600	1,99,200
House Rent Allowance	8,300	99,600
FBP	7,467	89,604
Special Allowance	9,133	109,596
<b>Gross Salary</b>	<b>41,500</b>	<b>4,98,000</b>
<b>B. Standard Benefits</b>		
Provident Fund (employer contr)	1,992	23,904
Gratuity	798	9,576
Medical Insurance Premium	1,667	20,000
	<b>4,457</b>	<b>53,480</b>
<b>C. Cost to the Company*</b>		<b>5,51,000</b>
<b>Variable Incentive Plan</b>	Your target variable incentive is 10% of the Annual Gross salary and will be paid based on business and individual performance per the applicable Bonus policy of the company.	

\* Rounded off to nearest hundred

Best Regards,  
 For FMC Technologies India Private Limited

(Niranjan Desai)  
 Sr. Manager – Human Resources





Capgemini Technology Services India Limited  
(Formerly known as IGATE Global Solutions Limited)  
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,  
Navi Mumbai - 400708, Maharashtra, India.  
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121  
www.capgemini.com/in-en

**Date: September 18, 2019**

**Ref No: HR/Campus/LO2020402452/1**

**Souvik  
Army Institute of Technology**

**Letter of Intent ("LOI")**

Dear Souvik,

With reference to your interview conducted by us at Army Institute of Technology, we are pleased to inform that you have been shortlisted for the position of **Analyst and A4 with Capgemini Technology Services India Limited.**, (hereinafter referred to as "Capgemini").

In this regard, we are proposing compensation package and benefits, the details of which are set forth in **Annexure 1** to this letter.

The final Employment Offer Letter shall be subject to your successful completion of all curricular requirements as laid down by the University/ Institute for award of the degree/ diploma and the minimum passing percentage/ grade/ rank/ class as determined by Capgemini.

The location of your initial reporting and training and the date of your joining would be communicated to you in due course of time post successful completion of your pre-joining trainings and final semester degree/diploma examination.

The date of joining and the location of posting will be purely based on business requirements of Capgemini. Capgemini solely reserves the right to make any changes to the date of joining and the location of posting during the course of your training and employment with Capgemini.

Upon accepting this Lol, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey but with assignments, assessments and webinars as appropriate.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments prior to joining. The progress made by you in this learning journey would not only help you to get on-boarded earlier but also help you to be trained for advanced skills relevant to your career at Capgemini. Also, we encourage you to learn beyond the prescribed course curriculum and acquire Industry recognized certifications to accelerate your career in this competitive industry



Upon joining Capgemini,

1. You are expected to enter into an employment agreement with Capgemini which shall contain details including the scope, terms and conditions of your employment and the contractual obligation with Capgemini.
2. You will be on probation for a period of six months from your date of joining and subject to satisfactory performance your employment will be confirmed (vide written confirmation) at the end of six months.
3. During your probation you may be required to undergo classroom trainings for such duration as deemed necessary by Capgemini and your performance will be evaluated periodically during such training period.

Capgemini reserves the right to decide the continuance of your further training and your employment depending on your performance in its opinion.

The terms of this Letter of Intent shall remain confidential and are not to be disclosed to any third party.

You may note that this letter should neither be construed as an offer of employment from Capgemini nor should it in any manner confirm our intent to make you an offer of employment. We may, at any time, at our discretion, revoke this Letter of Intent.

We would request you to go through the above terms, and let us know if they are acceptable to you, within seven days of the issuance of this letter.

We look forward to hearing from you. Should you have any query, please do not hesitate to contact [fresherhiring.in@capgemini.com](mailto:fresherhiring.in@capgemini.com)

Thanking you,  
Yours Sincerely,  
**For & On Behalf of Capgemini**

**Puneet Kumra**  
**Head - Fresher Hiring**





HR-PM-RC-FOR-10-F0013 - MT (19)  
August 19, 2019

Mr. Swadesh Suman  
Arjun Sadan  
Ward no- 41,  
Sahajanand nagar, Mohaneghu  
Begusarai , Bihar - 851129

Dear Swadesh,

You have been a part of the Summer Internship program – SG Next 2019 with Saint Gobain India Pvt Ltd and we congratulate to for your contributions. With reference to your application and the interviews we have had, we are pleased to make an employment offer to you as Management Trainee in Saint-Gobain India Private Ltd. You will be initially located at our manufacturing location at Sriperumbudur, Tamilnadu.

The details are as under:

- 1) Joining Date : on or before July 1, 2020.
- 2) Training Period : Six Months
- 3) Your emoluments are as under:

<u>Components</u>	<u>Amount (Rs. per annum)</u>
• Basic Pay	: Rs.2,28,000/-
• HRA	: Rs.1,36,800/-
• Other Allowance	: Rs.1,28,400/-
• Education Allowance	: Rs.2,400/-
• Conveyance Allowance	: Rs.19,200/-
• Medical Reimbursement	: Rs.15,000/-
• Annualised Incentive*	: Rs.60,000/-
• Long Term Benefit (17.74%)	: Rs.40,447/-
o Provident Fund (12%)	
o Gratuity (5.74%)	

- 4) \* Incentive : You will be eligible for a fixed incentive on completion of your training. Thereafter from the date of your probation you will be covered under Performance Related Variable Incentive Scheme for Employees (PRISE/PRIME), as applicable to the function you belong to.

**Saint-Gobain India Private Limited - Glass Business**

Registered Office : Level 7, Sigapi Aachi Building, 18/3 Rukmani Lakshmi pathy Road, Egmore, Chennai - 600 008  
Ph: +91 - 44 - 4593 6000 | Fax: +91 - 44 - 4593 6008 | <http://in.saint-gobain-glass.com> | CIN: U26109TN1997PTC037875  
Factory : World Glass Complex, Plot No A-1, SIPCOT Industrial Park, Sriperumbudur - 602 105. Tamilnadu. India.  
Tel : +91-44-2716 2832 to 39 | Fax : +91-44-2716 2845 | <http://in.saint-gobain-glass.com>



- 5) Retention Bonus : You will be paid one-time Retention Bonus of Rs.3 lakhs on successful completion of 3 years of service from the date of confirmation.
- 6) Medical Insurance : You will be governed by Group Insurance policies as applicable to your level.

Your appointment is subject to:

- (a) You being medically fit for Employment to be certified by the Company Doctor or any other Registered Medical Practitioner appointed or authorized by the Company.
- (b) You successfully complete your graduation at the time of joining.

Please give your acceptance by duly signing and returning duplicate copies of:

1. Appointment Letter,
2. Standard Terms and Conditions of Appointment
3. Group Principles of Action & Principles of Conduct.

In order to complete the joining formalities, we request you to submit a copy of the following documents at the time of joining:

1. Three passport size photographs (with a business formal attire) and copy of PAN number.
2. One set of photostat copies of the following documents with their originals for verification:
  - a. Birth certificate (SSLC or equivalent Pre-college certificate), Transfer Certificate / Community Certificate
  - b. Educational certificates  
Proof of examinations passed, including the name of the institution and percentage of marks obtained etc.,
  - c. Employment certificates (where applicable)  
Service certificate and proof of last drawn salary with previous employers.

In order to have smooth salary transactions you are advised to hold a HDFC or ICICI or SBI bank account before joining us. Any Income tax liability will be borne by the employee.

We welcome you to join us for a bright and rewarding career with Saint-Gobain India private Ltd.

Yours sincerely,

**B. SANTHANAM**  
Managing Director – Saint- Gobain India Pvt Ltd.

Encl : a/a

ACCEPTED : Swadesh Suman  
(Swadesh Suman)





**Letter of Intent- Private and Confidential**

Date:- 9 August 2019  
 Name: - Udar Ganesh Rajendra  
 Address: - Army Institute of Technology, Pune

Congratulations!! We are happy to offer you the position of "**Associate Engineer**". We look forward to your arrival at our company. Tentative date of joining will be **6 July 2020**.

We wish to let you know that this Letter of Intent is contingent upon you clearing assessments of your education, past employment, criminal history and (if applicable) professional qualification(s). In the event that the background assessments result in any adverse finding, the Company reserves the right to withdraw this Letter of Intent at any stage.

Your total cost to the company will be **INR. 5,51,000/- (Rupees Five Lakhs Fifty One Thousand only) per annum**. The payment shall be subject to taxes as applicable. A detailed CTC break-up, mentioning your cash and other allowances/perks, is (Annexure I) for your reference.

Salary Structure (Annexure I)		
Components of Salary	Rs. / Month	Proposed/ Year
<b>A. Monthly Salary</b>		
Basic Salary	16,600	1,99,200
House Rent Allowance	8,300	99,600
FBP	7,467	89,604
Special Allowance	9,133	109,596
<b>Gross Salary</b>	<b>41,500</b>	<b>4,98,000</b>
<b>B. Standard Benefits</b>		
Provident Fund (employer contr)	1,992	23,904
Gratuity	798	9,576
Medical Insurance Premium	1,667	20,000
	<b>4,457</b>	<b>53,480</b>
<b>C. Cost to the Company*</b>		<b>5,51,000</b>
<b>Variable Incentive Plan</b>	Your target variable incentive is 10% of the Annual Gross salary and will be paid based on business and individual performance per the applicable Bonus policy of the company.	

\* Rounded off to nearest hundred

Best Regards,  
 For FMC Technologies India Private Limited

(Niranjan Desai)  
 Sr. Manager – Human Resources



February 22, 2020

Vinay Kumar Tiwari  
vinaykumartiwari\_16445@aitpune.edu.in

Dear Vinay Kumar Tiwari,

Further to our interactions with you, we are pleased to offer you the position of **Associate - Training** with the Aptitude Practice at Focus 4-D Career Education Pvt. Ltd (referred to as FACE – Focus Academy for Career Enhancement).

Your supervisory arrangements will be communicated upon joining. During the course of your employment with us, you may be transferred to any of the company's locations based on organizational needs. In addition to the duties that were outlined during your interviews, you shall perform such other duties as are customarily associated with such a position and as the authorized representatives of the management may from time to time require. You shall devote your full business efforts and time to FACE and agree to perform your duties faithfully and to the best of your ability.

The period from your joining date to your course completion will be treated as an Internship. During this period you will be paid a stipend of **Rs.10000/-** out of which **Rs.8000/-** will be fixed and **Rs.2000/-** will be performance based pay. Your performance during this internship period will be considered in deciding the confirmation of employment, post successful completion of your course.

Upon confirmation of employment, you will be inducted as an **Associate - Training** with an Annual CTC of **Rs.288000/-**. The break-up of the same is provided in Annexure I. In addition, all expenses incurred for official purposes such as business travel will be reimbursed as per company policy.

Your appointment will include a commitment of service for a period of 2 years starting from the date of confirmation of employment. This letter is a communication of an employment offer and is not a letter of appointment. I hope that you will accept this offer by signing this letter in the space below (in all pages) and returning it to me as soon as possible, but no later than 3 days from the date of offer.

We look forward to your arrival at our company and are confident that you will play a key role in our company's expansion.




Annexure I: Compensation Structure			
Name	Vinay Kumar Tiwari	Position & Department	Associate - Training
#	Components of Total Fixed Pay		Per Annum (in INR)
1	Basic Pay		96000
2	House Rent Allowance		38400
3	Medical Allowance		15000
4	Conveyance Allowance		19200
5	Special Allowance		49800
6	Provident Fund (Employer Contribution)		21600
	<b>Total Fixed Pay per annum</b>		<b>240000</b>
	<b>Annual Performance Linked Pay (Maximum)</b>		<b>48000</b>
	<b>Total Cost to Company</b>		<b>288000</b>

**Notes:** \*Associates will be covered under the company group insurance policies for Life Cover (Rs.10,00,000). The premium for the same will be borne by the company.

\*If the employee opts out of the Provident Fund facility, the Contribution to the same shall be appropriately adjusted into the Special Allowance and paid out.


Thank you  
Yours sincerely  
For Focus 4 – D Career Education Pvt Ltd



**Vijay Anand P S**  
Vice President – Human Resources

**ACCEPTANCE OF OFFER**

I hereby confirm that I accept the above offer with all its terms and conditions of employment.

*Vinay Kumar Tiwari*  25/02/2020  
Name & Signature of the candidate with date of acceptance



February 17, 2020  
**Vineeth Uppada**  
**Pune**

Registered Address:  
 Fractal Analytics Pvt. Ltd.  
 Level 7, Commerz II,  
 Oberoi Garden City,  
 Western Express Highway  
 Goregaon (E), Mumbai 400 063  
 Phone: +91 22 40675800  
 Fax: +91 22 40675809  
 CIN U72400MH2000PTC125369

### Offer of Appointment

Dear Vineeth,

We are delighted to offer you the position of **Imagineer (Band E)**. The position is based out of **Mumbai** and entails travel within and/or outside the country depending on project delivery requirements.

Your appointment is effective from the date of your joining which shall be [no later than/ on or before] **August 17, 2020**

#### People principles at Fractal

We believe that we are building a great organization, an institution that can stand the test of time, a place that is unusually honest, client and people focused, a place we can all be proud of having created. In our quest for excellence, we are governed by following people principle's in everything we do:

- We place extreme trust in one another.
- We believe in freedom - We respect the choices people make.
- We treat each other as we would like to be treated.
- Anyone can ask a straight question and expect a 100% honest answer.
- The content of our work is respectable no matter what it is-as long as the why and how are clear.
- Once a Fractalite, always a Fractalite.
- We hire for Fractal first and then for the appropriate role.

The overarching principle at Fractal is to do what's right for the client and Fractal. When in doubt, we choose client over Fractal, Fractal over any team within Fractal and any team in Fractal over self.

#### Pre-Boarding program

Fractal is offering you a pre-boarding program developed in partnership with our external learning partners. The objective of the program is to provide you a strong background in analytics before you join Fractal, thereby accelerating your learning. The program has been designed to help you learn key concepts required in Analytics.

The program has 100 hours of content and requires you to put in 12 weeks approx. You need to clear the pre-boarding program before you join us. You will shortly hear from our training team, Fractal Analytics Academy (FAA) and will also receive the program details from the external learning partners.

Fractal will bear the cost of entire program. However, if you are unable to join Fractal due to any reason and continue to be part of this program for 6+ weeks from the start date, Fractal will recover INR 40,000 from you.

In addition to pre-boarding, you will go through a comprehensive training program organized by FAA as part of Fractal onboarding process.



## **Other Terms and Conditions**

### **1. Compensation**

Your 3-year compensation is fixed at **INR 3100000**, break-up for the first year is **INR 750000** including a Performance Bonus of **INR 68182** and will be subject to statutory and other deductions as per company policies and practices. Break-up for second year is **INR 825000** including a Performance Bonus of **INR 75000** and will be subject to statutory and other deductions as per company policies and practices. Break-up for second year is **INR 925000** including a Performance Bonus of **INR 84091** and will be subject to statutory and other deductions as per company policies and practices.

You will be entitled to be considered for such Performance Bonus for a relevant financial year, provided (a) your Joining Date falls on or before December 31<sup>st</sup> of such financial year; and (b) on or prior to 31<sup>st</sup> March of such financial year, your employment has not been terminated as per Clause 11 (Termination) below. The details of your compensation break-up are provided in the attached Appendix – I.

### **2. Other Work**

- (a) This is a full time employment with the company. As an employee of the company you agree to devote your best efforts to further the best interests of the company. You shall devote yourself exclusively to the business and operations of the company. During your employment with the company, you will not, without the prior written approval from the HR department of the company, take up any other work, assignment or project for remuneration (part time or otherwise).
- (b) Further, during your employment with the company, you will not, without the prior written approval from the HR department of the company, (i) take up any work, assignment or project on a pro bono basis (part time or otherwise) or (ii) work in an advisory capacity or (iii) author any book or article or other publication or conduct any training, workshop or presentation.

The approval under (a) or (b) shall be granted at the absolute discretion of the HR department and on a case to case basis.

- (c) If such work or assignment or project under (b) above: (i) applies or involves or uses, in any manner and to any extent, the know how or trade secrets, other intellectual property rights or the proprietary or confidential information of the company, or (ii) is defamatory for, or prejudicial to the interest of, the company, its management or any of its employees, then you will not be permitted to take up such work or assignment or project. The HR department shall determine whether such work or assignment or project is covered by (i) or (ii) above and such determination shall be final and binding on the employee.

### **3. Confidential Information**

You will protect confidential, proprietary and other information of the company, in accordance with the provisions of the non-disclosure agreement executed by you with the company (“NDA”).

### **4. Conflict of Interest**

It is intended to avoid conflict between your interest as an employee, and the interest of the company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company. Further, if any conflict of interest does arise in future, you will promptly report the

same to the APEX manager of your team and the HR department.

Without prejudice to the provisions of Clause 3 (Other Work), during your employment with the company, you will not engage in activity that:

- (a) conflicts with the company's business interests;
- (b) interferes with the proper and efficient performance of your duties in relation to the company, or
- (c) interferes with the independent exercise of your judgment in company's best interests.

Noted below are a few examples of conflict of interest:

- (a) You or any dependent member of your family should not have an interest in any organization, which has business dealings with the company, where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold on open market or the interest is not material.
- (b) You or any dependent member of your family should not buy/sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any other company or individual that is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of the management.
- (c) You are not to serve as an officer, director or in any other management capacity or as a consultant to any another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of the management of our company.
- (d) You are not to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- (e) You or any dependent member of your family should not accept commission, a share in profits or other payments, loans (other than with established banks or financial institutions), services, excessive entertainment and travel or gifts or more than nominal value from any individual or organization doing or seeking to do business with the company.

#### **5. Non-Compete and Non – Solicitation**

- (a) Non-Compete - You agree and undertake that for a period of one (1) year from the Termination Date of your employment with the company in any manner whatsoever, you will not, directly or indirectly:
  - i) be concerned in any business or activities which competes with the business or activities of the company or any part thereof;
  - ii) become a partner, director, designated partner, manager, shareholder (holding more than (two per cent) 2% interest in the company), employee, secondee, consultant or agent in, of or to,



- (A) any past or present client of the company or its affiliates, if you were part of, involved in, assisting or advising on, or supervising or leading, any project, work, assignment or deliverable for such client, any time during the nine (9) months immediately preceding such Termination Date, or
  - (B) any entity or individual/s (as applicable) involved in any business or activities which competes with the business or activities of the company or any part thereof.
- (b) Non-Solicitation- You agree and undertake that for a period of one (1) year from the Termination Date of your employment with the company in any manner whatsoever, you will not, directly or indirectly:
- i) interfere with, tender for, canvass, solicit or endeavor to entice away from the Company the business of any Person who was a customer, client or agent of or supplier to, or who had dealings with the Company;
  - ii) supply any product, carry out or undertake or provide any service to any Person who was a customer, client or agent of or supplier to or who had dealings with the Company;
  - iii) interfere or endeavor to interfere with the continuance of the provision of goods or services to the Company by any Person who was a supplier to the Company;
  - iv) be employed by, enter into partnership with, employ, attempt to employ or negotiate or arrange the employment or engagement by any other Person, of any Person who was part of the management of the Company, an employee employed in a skilled or managerial capacity of the Company; and
  - v) solicit, interfere with, tender for or endeavor to entice away from the Company any contract, project or business, or the renewal of any of them, of the Company which is in progress on the date of termination of the Company or negotiations for which are in progress on that day.
- (c) You agree and acknowledge that:
- i) your obligations as set out in 6(a) and 6(b), above extend to you, acting not only on your own account but also on behalf of any other firm, company or other person or entity, and whether alone or jointly with any person, partner, director, designated partner, manager, shareholder (holding more than (two per cent) 2% interest in the company), employee, secondee, consultant or agent of any other person or entity and shall apply whether you act directly or indirectly; and
  - ii) the restrictions contained above represent a partial restriction to work and do not violate your freedom to work and are considered by you to be reasonable in all circumstances.

## 6. Protection of Interest

You agree to abide by the terms of the NDA, inter alia, in relation to Inventions (as defined under the NDA) and protection of company's rights and interests in relation to such Inventions. The NDA will become applicable to you from the date of joining and you shall abide by its terms in the interest of the company.

Without prejudice to your obligations under this offer letter or the NDA, you further agree and undertake

to refrain from disclosing or sharing the Inventions, any part thereof or any information in relation thereto, including the existence of such Invention, or any other information the disclosure of which might harm or destroy the competitive advantage of, or prejudice the business interests of the company.

**7. Company's policies**

By executing this offer letter, you also agree to be bound by the company's policies which are all available at the company's knowledge management portal: <https://km.fractalanalytics.com> (the "Company Policies") which may be updated from time to time. You will acquaint yourself with the terms and conditions contained in such Company Policies. If you have any questions on the meaning and/or implication of any of the terms and conditions contained therein, you may consult your manager, APEX manager or HR Business Partner in the company.

**8. Leave**

As a principle, the company does not account for leaves availed by you while at Fractal. The overall guideline is that you are permitted to take twenty seven (27) days off per year on an average all inclusive of vacation time as well as times of sickness or personal emergency.

The company may be required to record the number of leaves availed by you along with the duration of your employment with the company in order to fulfill any obligations towards you as per applicable employment statues.

**9. Notice Period**

Your employment can be terminated either by you or as per Clause 11 (Termination) below by the company with a minimum of thirty (30) days' written notice or salary in lieu of such notice. If the employment is being terminated pursuant to clause 11 (termination), then the company agrees that on your request, the notice period served by you will stand extended by such period as mutually agreed provided that the total notice period will not exceed sixty (60) days.

If the employment is being terminated pursuant to a resignation received from you, then you agree that on company's request, the notice period served by you will stand extended by such period as the company may deem fit, provided that the total notice period will not exceed sixty (60) days. The company may, at its sole discretion, relieve you before the expiry of the notice period served by you with salary in lieu of thirty (30) days' notice period or the period of shortfall, whichever is less.

**10. Termination**

- (a) Your employment shall terminate automatically upon you attaining the age of sixty (60) years; or upon death or Permanent Disability.

For the purpose of this offer letter, the term "Permanent Disability" shall mean incapacitation or impairment due to any accidental bodily injury, adverse sickness or fatal disease or any mental illness or disorder, continuing for more than one hundred and eighty (180) days (which need not be consecutive) in any twelve (12) month period which is certified as such by a qualified medical practitioner selected by the company.

- (b) The company shall be entitled to terminate your employment on the following grounds by delivering a written notice of termination to you:



- (i) If you fail, refuse or are unable to perform your duties or responsibilities or have been negligent, if there is a consistent lack of performance at your end, and/or you fail or refuse or are unable to meet the targets/goals prescribed for you by the company (in each instance, other than by reason of disability, incapacity or illness).
- (ii) If you have committed any act or omission constituting misconduct.
- (iii) If you have committed a breach or have violated any provision of this offer letter, NDA or the Company Policies, and have failed to remedy or cure such breach or violation on or before the expiry of the notice period set out in the termination notice from the company to you.
- (iv) If you have been convicted by any court or authority for any crime punishable with fine and/or imprisonment, including misappropriation of funds or property of the company and/or its affiliates, theft or fraud.
- (v) If you have committed any act or omission that has resulted or is likely to result in injury or reputational harm to the company and/or any of its affiliates.

Unless a separate review/disciplinary process is applicable as per applicable law, the company may refer any of occurrences referred to above to the internal review/disciplinary committee and the decision of such internal review/disciplinary committee shall be final and binding on you and the company.

If the decision confirms the relevant occurrence, then the notice period as per this Clause 11 shall commence from the date of such decision.

Any termination of employment, whether by you or the company shall be effective from the date immediately succeeding the expiry of the applicable notice period ("**Termination Date**").

Notwithstanding anything to the contrary, where you have committed a misconduct and the same is brought on record with proof at an enquiry held for the purpose by the internal review committee, you will not be entitled to the notice or salary in lieu of such notice. For the purposes of this Clause 11, 'misconduct' shall include breach or violation of the Company Policies.

## **11. On Separation**

On termination of your employment in any manner whatsoever, you will immediately handover before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects or records, any electronic gadgets including laptop, calculator, storage devices, etc., belonging to the company or relating to its business and shall not make or retain any copies of these items.

In case, you resign from your position at Fractal Analytics (company) within one (1) year of your Joining Date, you are required to return to the company, the total amount incurred for relocation assistance as well as the cost of initial accommodation (on actuals) incurred by the company for you as a part of the full and final settlement.

**12. Submission of Certificates and Photographs**

Please bring the following documents, while reporting for duty:

- (a) Copies of certificates in support of your age, qualification and experience including degree mark sheet along with originals for verification.
- (b) Relieving letter from previous employer's and pay slip or salary certificate.
- (c) Copies of Permanent Account Number (PAN), passport and driving license, if any.
- (d) 2 latest stamp size (3cmsX3cms) color photographs of yourself with light blue color background and 2 stamp size photographs of your spouse and children, as applicable.

Please sign and return a copy of this letter as a token of your acceptance of the offer.

Yours sincerely,

For **Fractal Analytics Pvt. Limited**

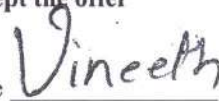


**Rajeswari Aradhyula**

Chief People Officer

**I accept the offer**

Signature



**Name Vineeth Uppada**



**APPENDIX – I: YEAR 1 COMPENSATION**

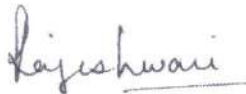
Description	Monthly Pay	Annual Pay
	(INR)	(INR)
<b>A) Monthly Component</b>		
Basic	27509	330109
House Rent Allowance (HRA)	13755	165055
Leave Travel Allowance <sub>1</sub>	1250	15000
Meal Vouchers <sub>2</sub>	1100	13200
Company's Contribution to PF	1800	21600
Special Allowance	11405	136855
<b>Fixed Compensation</b>	<b>56818</b>	<b>681818</b>
<b>Performance-linked variable pay<sub>3</sub> @ 10% of Gross</b>		<b>68182</b>
<b>Cost to Company ( CTC)</b>		<b>750000</b>

**Your Benefits package includes**

Benefits	Coverage
Medical Insurance <sub>4</sub>	500000
Personal Accident Insurance	1500000
Term Life Insurance	1500000
Free Meals & unlimited Snacks <sub>5</sub>	10000

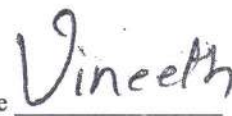
1. Payable as reimbursements\*
  2. The meal vouchers are issued within a week from the date of processing payroll for each month and form part of monthly pay-check.
  3. Performance-Linked Variable Pay is a guaranteed pay payable at the end of financial year provided you are not serving notice and other terms & conditions apply.
  4. The Group Medclaim is a family floater policy that gives flexibility in the usage of the cover amount as the entire amount can be utilized by either an individual or any member/s of the family (self, spouse, children - up to two & dependent parents). Details of the insurance scheme will be provided to you on the joining of the company.
  5. Catered Meals are provided\*
- \* Subject to deductions as per the Income tax and other statutory deductions that may be applicable

For Fractal Analytics Pvt. Ltd.



**Rajeswari Aradhyula**

**Chief People Officer**

Signature 

Name **Vineeth Uppada**

Date 17/08/2020

## Offer Letter

Date: **15-01-2021**

Dear **Vishal Salaria,**

**Congratulations! You have been selected.**

We are pleased to inform you that you will be deployed at **OLX India Pvt Ltd**. We are delighted to make you the following job offer.

The position offered to you is that of a **Dealer Success Executive** at Annual CTC of **Rs. 350004.00**. Your job location will be **Amritsar**

You are offered a fixed term contract for 24 months with an auto renewal unless otherwise notified basis performance feedback.

You would be required to join as early as possible but not later than **18-01-2021**. If you do not join your duty on the said date, this offer of appointment shall be treated as cancelled, unless the extension of the said date for joining is agreed upon by us.

Documents need to be uploaded on MyHR-Aasaanjobs App. (<https://myhr-aj.app.link/IYPhcwJnKV>). Go to Play Store and download the MyHR-Aasaanjobs App from there. If you face any issue, report it on the app.

Following documents have to be uploaded for further process:

1. Aadhaar Card (Mandatory)
2. Bank Account Proof (Mandatory)
3. Passport Size Photo (Mandatory)
4. Photocopy of PAN Card
5. Details of Family
6. Details of Permanent and Present Address

We are confident you will be able to make a significant contribution in the success of **OLX India Pvt Ltd** and look forward to working with you.

Please click on the "Accept" button to download the app and upload your KYC documents in order to get your Appointment Letter.

**Yours faithfully,**

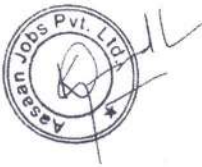


**OLX People** (by Aasaanjobs Pvt Ltd)



**SALARY PACKAGE**

All taxes arising out of salary and benefits will be paid by the employee. This is a confidential document. The Company, at all times, reserves the right to amend, vary, substitute, and cancel all the benefits mentioned herein.



Salary Component	Monthly	Annual
Basic + DA	13500.00	162000.00
HRA	6750.00	81000.00
Statutory Bonus	1125.00	13500.00
Other Allowances	5822.00	69864.00
<b>Total Gross</b>	<b>27197.00</b>	<b>326364.00</b>
PF	1800.00	21600.00
LWF	5.00	60.00
PT	200.00	2400.00
<b>Total Deductions</b>	<b>2005.00</b>	<b>24060.00</b>
PF Employer Contribution	1950.00	23400.00
LWF Employer Contribution	20.00	240.00
<b>Total Employer Contribution</b>	<b>1970.00</b>	<b>23640.00</b>
<b>Net Paid</b>	<b>25192.00</b>	<b>302304.00</b>
<b>CTC</b>	<b>29167.00</b>	<b>350004.00</b>

Philips

27.1.2020

Re: Fwd: Regarding 'Offer letter for ISC - Early Professionals Program'

2463 Yogendra Sharma <yogendrasharma\_16292@aitpune.edu.in>

Sat 06-Jun-20 6:37 PM

To: Training Placement Officer TPO <tpo@aitpune.edu.in>

Sir check KR Ijjiye

On 3 Jun 2020 4:51 pm, 2463 Yogendra Sharma <yogendrasharma\_16292@aitpune.edu.in> wrote:

----- Forwarded message -----

From: yogendra sharma <yogendra1999sharma@gmail.com>

Date: 3 Jun 2020 4:49 pm

Subject: Fwd: Regarding 'Offer letter for ISC - Early Professionals Program'

To: 2463 Yogendra Sharma <yogendrasharma\_16292@aitpune.edu.in>

Cc:

----- Forwarded message -----

From: **Aind, Namrata** <namrata.aind@philips.com>

Date: Wed, 3 Jun 2020, 14:23

Subject: RE: Regarding 'Offer letter for ISC - Early Professionals Program'

To: yogendra sharma <yogendra1999sharma@gmail.com>

Cc: Shetty, Shravya <shravya.shetty@philips.com>

**Dear Yogendra,**

On behalf of Philips Healthcare Innovation Center, I would like to compliment you for your excellent performance during the Campus Hiring 2020 selection process.

We are delighted to extend an offer confirmation for our ISC- Early Professional Program at Philips Healthcare Innovation Center.

We request you to send in your 4<sup>th</sup> June and provide us with all the details as mentioned in the link – **Philips Candidate Application Form**

**Offer Details: INR 900,000 LPA + INR 100,000 Joining bonus**

**Location: Pune**

Thank you for your interest and we look forward to working with you to achieve our mission to improve people's lives through meaningful innovation.



**Thanks & Regards,**

**Namrata Nishi Aind**

Talent Acquisition- Campus

Philips Innovation Campus

Manyata Tech Park,

Nagawara, Outer Ring Road, Bangalore - 560 045

[www.bangalore.philips.com](http://www.bangalore.philips.com)

gptw logo

**Thanks & Regards,**

**Namrata Nishi Aind**

Talent Acquisition- Campus

Philips Innovation Campus

Manyata Tech Park,

Nagawara, Outer Ring Road, Bangalore - 560 045

[www.bangalore.philips.com](http://www.bangalore.philips.com)

gptw logo

**From:** yogendra sharma <[yogendra1999sharma@gmail.com](mailto:yogendra1999sharma@gmail.com)>

**Sent:** Wednesday, June 3, 2020 11:56 AM

**To:** Aind, Namrata <[namrata.aind@philips.com](mailto:namrata.aind@philips.com)>

**Subject:** Regarding 'Offer letter for ISC - Early Professionals Program'

Good Morning Ma'am

My name is Yogendra Sharma. I am a student at Army Institute of Technology Pune, On Friday 29/05/2020 you informed my training and placement officer (TPO Sir) that I got selected for ISC program so my tpo sir shared my offer acceptance with you.

After that I haven't received anything yet, So I talked to 'Junaid Pavan' from whom I received all the calls regarding my interview schedule and he suggested me that I should contact you through mail.

So it would be of really great help if you can share anything about that.