

Aldel Education Trust's

St. John College of Engineering and Management, Palghar

(A Christian Religious Minority Institution)

Approved by AICTE and DTE, Affiliated to University of Mumbai/MSBTE

St. John Technical Campus, Vevoor, Manor Road, Palghar (E), Dist. Palghar, Maharashtra-401404

NAAC Accredited with Grade 'A'

Department of Computer Engineering



**Placement and Higher Studies
Details
Of
AY-2017-18**

St. John College of Engineering and Management, Palghar

(A Christian Religious Minority Institution)

Approved by AICTE and DTE, Affiliated to University of Mumbai/MSBTE

St. John Technical Campus, Vevoor, Manor Road, Palghar (E), Dist. Palghar, Maharashtra-401404

NAAC Accredited with Grade 'A'**Department of Computer Engineering****List of the students**

Sr. No.	Name of Students	Name of Company	CTC
1	Anjana Kolatt Anilkumar	Atos Syntel, Navi Mumbai	336000
2	Asmita Dalvi	Majesco, Navi Mumbai	360000
3	Beulah Alexander	Majesco, Navi Mumbai	360000
4	Onkar Walavalkar	Majesco, Navi Mumbai	360000
5	Lakshmi Gopalkrishnan	Syntel, Navi Mumbai	360000
6	Kamlesh Pai	Byjus, Mumbai	1000000
7	Pratik Chaurasia	Aurion Pro, Mumbai	380000
8	Subodh Patel	Just Dial, Mumbai	280000
9	Akshay Nair	Just Dial, Mumbai	280000
10	Durvesh Sonar	Amal Infosystems Pvt. Ltd, Navi Mumbai	240000
11	Pranav Peediyakkal	Acty System India Pvt. Ltd, Mumbai	400000
12	Sachinkumar Mogaveera	Triygen Technologies, Mumbai	400000
13	Abhishek Lonar	Qspider, Mumbai	300000
14	Suraj Parab	Reliance Jio Infocomm Ltd, Navi Mumbai	250000
15	Sarvanan Nadar	Bitwise, Mumbai	400000
16	Mansi Ghag	Syntel, Navi Mumbai	360000
17	Sivaramakrishnan Nadar	Miles Software Solutions Pvt. Ltd, Mumbai	400000
18	Dhanashree Parulekar	Skillnet Solutions India Pvt. Ltd, Mumbai	280000
19	Rupali Tadolge	Majesco, Navi Mumbai	360000
20	Shreya Bangera	eClinicalWorks, Mumbai	300000
21	Vikas Tiwari	eClinicalWorks, Mumbai	300000
22	Vivek Tiwari	BlueZone Systems Pvt. Ltd, Mumbai	280000
23	Yogini Thakre	NSEIT, Mumbai	300000
24	Ashok Gharat	HTIS Telecom Private Limited, Mumbai	300000
25	Rajat Dogra	Tata Consultancy Services, Mumbai	336000
26	Bhaskar Dixit	Paramatrix Technologies Pvt. Ltd, Navi Mumbai	400000
27	Swanand Vartak	Network Intelligence, Mumbai	280000
28	Vishakha Patil	Bizmatics India Pvt. Ltd, Mumbai	240000
29	Simi Mathai Simon	Syntel, Navi Mumbai	338000
30	Durvish Dixit	Zeus Learning, Mumbai	500000
31	Nair Sitara Baburajan Preetha	eClinicalWorks, Mumbai	300000
32	Sayli Dhulap	Zycus, Mumbai	500000
33	Aditi Sankhe	eClinicalWorks, Mumbai	280000

Higher Studies Details

Sr. No.	Name of Students	Name of University	Programme
1	Ms. Prachiti Naik	University of MarryLand	MS
2	Mr. Saish Sankhe	MET Institute of Management, Bandra	MBA
3	Ms. Yesha Desai	Conestoga College, Canada	MS
4	Ms. Himansha Shinde	Torrens University, Australia	MS
5	Ms. Padmakshi Bhat	MET Institute of Computer Science, Bandra Mumbai	MBA

St. John College of Engineering and Management, Palghar

(A Christian Religious Minority Institution)

Approved by AICTE and DTE, Affiliated to University of Mumbai/MSBTE

St. John Technical Campus, Vevoor, Manor Road, Palghar (E), Dist. Palghar, Maharashtra-401404

NAAC Accredited with Grade 'A'



Department of Computer Engineering

6	Ms. Parthvi Pandey	MET Institute of Computer Science , Delhi	MBA
---	--------------------	--	-----



A handwritten signature in blue ink, appearing to read "G. V. Mulgund".

Dr. G. V. Mulgund
Principal
AETS St John College of Engineering
and Management, Palghar 401404.

30

16

19



SYNTEL PRIVATE LIMITED
SEZ - Unit
(Syntel - Special Economic Zone)
Plot No. B-1/B2, Software Technology Park,
Dehu - Alandi Road, MIDC Talawade, Tal -
Haveli,
Pune - 412 114 India
Tel: 91 020 40701000
Fax: 91 020 40781100

Date: 27th September 2018

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Mansi Vijay Ghag,
Syntellect ID: SBEC1816332

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with Syntel nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case



Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Syntel family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,

Adarsh Krishna
Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions.

Signature

ANNEXURE A
 SALARY DISTRIBUTION

Name : Mansi Vijay Ghag			
Designation : Associate Consultant			
Band : AC1			
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)		1,500	18,000
Special Allowance (D)		2,830	33,960
City Allowance (EE)		903	10,840
Bonus (F)		2,000	24,000
Co.'s Contribution to PF (G)		1,800	21,600
Transport Expenses		1,600	19,200
Medical Reimbursement Expenses		1,250	15,000
Sub-Total - I (H)	100%	25,433	305,200
Reimbursements and Other Benefits			
Leave Travel Assistance		400	4,800
Sub-Total - II		400	4,800
Total Compensation (I + II)		25,833	310,000

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

32

31

17

April 12, 2018

Mr. SivaramaKrishnan Nadar
Pameri Nagar, JVLR,
Aarey Milk colony,
Unit no. 20, Goregaon (E),
Mumbai: 400065

Dear SivaramaKrishnan,

We are pleased to offer you the following position at Miles Software Solution Pvt. Ltd:

Designation	: Associate Software Engineer
Level	: 1
Grade	: A
Date of Joining	: July 09, 2018

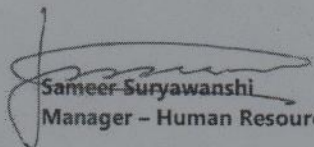
1. Your total remuneration will be **Rs. 3,45,000/- p. a. (Rs. Three Lakh Forty-Five Thousand per annum only)**. A detailed break up of your compensation is enclosed as annexure (Annexure 1).
2. Your individual remuneration is solely a matter between yourself and the Company and has been arrived at on the basis of your specific background and professional merit. You are expected to maintain this information and any changes made therein from time to time as personal and confidential.
3. Your appointment shall be subject to your abiding by the rules and regulations of the Company that are in force from time to time and during the period of your employment with the Company and these will be deemed to form an integral part of the contract of employment. The Company shall have right to add, amend and modify any or all of the above terms and conditions of service which shall be binding on you. The rules and regulations shall be shared with you on joining the company.
4. You will also be required to sign a confidentiality agreement with the Company with in 1 week from your date of joining.
5. You are required to submit a valid passport, pan card and AADHAR card at the time of joining or before confirmation. Your confirmation will be subject to submission of a valid passport, pan card and AADHAR card.
6. Your notice period will be 2 (TWO) months.
7. Your appointment is subject to you having furnished to the Company correct information regarding your past service/s and other records. Miles Software at its discretion may, on its own or through an outside agency, conduct the background check of all the information and documents submitted by the candidate. The candidate expressly consents for such background check and also agrees that if Miles Software, as a result of such background check, finds any discrepancy then the candidate's employment can be termination with immediate effect.

This letter is valid for a period of 1 week (7) days from the date of this offer letter and shall lapse automatically unless you confirm your acceptance of it by signing the duplicate in the appropriate place and returning it to the undersigned.

We take pleasure in welcoming you to our organization and look forward to having you as a part of the Miles Family.

Regards,

For Miles Software Solutions Pvt. Ltd.


Sameer Suryawanshi
Manager - Human Resources

Miles Software Solutions (P) Ltd.

Corporate Office : B 801/806, Trade World, Kamala Mills Compound, S. B. Marg, Lower Parel (W), Mumbai - 400013.

Registered Office : 311, Bussa Industrial. Estate, Shankar Naram Path, Lower Parel (W), Mumbai - 400013.

T: +91-22-66518400 | **F:** +91-22-24970508 | **E:** info@milessoft.com | www.milessoft.com

Name: SivaramaKrishnan Nadar
Designation: Associate Software Engineer
Level: 1
Grade: A

Annexure 1 - Break up of compensation

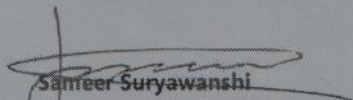
Salary Breakup		
Basic Components	PM (Rs.)	PA (Rs.)
BASIC	11,500	1,38,000
HRA	5,750	69,000
Conveyance	1,600	19,200
Medical	1,250	15,000
(A)	20,100	2,41,200
Other Components		
(B)	-	-
Total (A+B)	20,100	2,41,200
CCA* (C)	6,425	77,102
PF Employer (i)	1,380	16,560
Gratuity (ii)	553	6,638
Mediclaime Premium (iii)	292	3,500
Total (D)	2,225	26,698
Variable Bonus** (E)		-
Total (A+B+C+D+E)	28,750	3,45,000

- * CCA applicable as per flexible Guidelines and
- **Variable Bonus for Level 1 & 2 are paid twice a year and for Level 3 and above is paid once a year applicable as per Company Guidelines.
- Mediclaime Premium Details - Mediclaime coverage of INR 200,000 covering spouse and 2 children & Personal Accident coverage of INR 300,000 covering self.
- Gratuity will be paid as per applicable law.
- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

All Allowances / Bonuses / Incentives / Rewards / Benefits will be paid / reimbursed as per the Company policy. Employees who have completed 1 year, not resigned and are on the rolls of the organization on the day of disbursement will be eligible for the same.

All employees are requested to visit the SharePoint and keep themselves updated with changes announced in policies and procedures.

For Miles Software Solutions Pvt. Ltd.


Sameer Suryawanshi
Manager - Human Resources

I agree with the above terms and conditions.

I will be joining _____

Miles Software Solutions (P) Ltd.

Corporate Office : B 801/806, Trade World, Kamala Mills Compound, S. B. Marg, Lower Parel (W), Mumbai - 400013.
Registered Office : 311, Bussa Industrial Estate, Shankar Naram Path, Lower Parel (W), Mumbai - 400013.
T: +91-22-66518400 | F: +91-22-24970508 | E: info@milessoft.com | www.milessoft.com

31

April 12, 2018

Mr. SivaramaKrishnan Nadar
Pameri Nagar, JVLR,
Aarey Milk colony,
Unit no. 20, Goregaon (E),
Mumbai: 400065

Dear SivaramaKrishnan,

We are pleased to offer you the following position at Miles Software Solution Pvt. Ltd:

Designation	: Associate Software Engineer
Level	: 1
Grade	: A
Date of Joining	: July 09, 2018

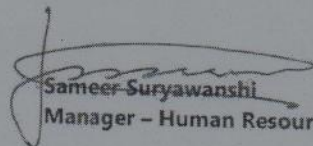
1. Your total remuneration will be **Rs. 3,45,000/- p. a. (Rs. Three Lakh Forty-Five Thousand per annum only)**. A detailed break up of your compensation is enclosed as annexure (Annexure 1).
2. Your individual remuneration is solely a matter between yourself and the Company and has been arrived at on the basis of your specific background and professional merit. You are expected to maintain this information and any changes made therein from time to time as personal and confidential.
3. Your appointment shall be subject to your abiding by the rules and regulations of the Company that are in force from time to time and during the period of your employment with the Company and these will be deemed to form an integral part of the contract of employment. The Company shall have right to add, amend and modify any or all of the above terms and conditions of service which shall be binding on you. The rules and regulations shall be shared with you on joining the company.
4. You will also be required to sign a confidentiality agreement with the Company with in 1 week from your date of joining.
5. You are required to submit a valid passport, pan card and AADHAR card at the time of joining or before confirmation. Your confirmation will be subject to submission of a valid passport, pan card and AADHAR card.
6. Your notice period will be 2 (TWO) months.
7. Your appointment is subject to you having furnished to the Company correct information regarding your past service/s and other records. Miles Software at its discretion may, on its own or through an outside agency, conduct the background check of all the information and documents submitted by the candidate. The candidate expressly consents for such background check and also agrees that if Miles Software, as a result of such background check, finds any discrepancy then the candidate's employment can be termination with immediate effect.

This letter is valid for a period of 1 week (7) days from the date of this offer letter and shall lapse automatically unless you confirm your acceptance of it by signing the duplicate in the appropriate place and returning it to the undersigned.

We take pleasure in welcoming you to our organization and look forward to having you as a part of the Miles Family.

Regards,

For Miles Software Solutions Pvt. Ltd.


Sameer Suryawanshi
Manager - Human Resources

Miles Software Solutions (P) Ltd.

Corporate Office : B 801/806, Trade World, Kamala Mills Compound, S. B. Marg, Lower Parel (W), Mumbai - 400013.

Registered Office : 311, Bussa Industrial. Estate, Shankar Naram Path, Lower Parel (W), Mumbai - 400013.

T: +91-22-66518400 | F: +91-22-24970508 | E: info@milessoft.com | www.milessoft.com

Name: SivaramaKrishnan Nadar
Designation: Associate Software Engineer
Level: 1
Grade: A

Annexure 1 - Break up of compensation

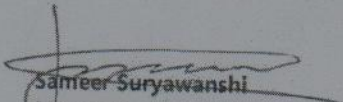
Salary Breakup		
<u>Basic Components</u>	PM (Rs.)	PA (Rs.)
BASIC	11,500	1,38,000
HRA	5,750	69,000
Conveyance	1,600	19,200
Medical	1,250	15,000
(A)	20,100	2,41,200
<u>Other Components</u>		
(B)	-	-
Total (A+B)	20,100	2,41,200
CCA* (C)	6,425	77,102
PF Employer (i)	1,380	16,560
Gratuity (ii)	553	6,638
Mediclaime Premium (iii)	292	3,500
Total (D)	2,225	26,698
Variable Bonus** (E)		-
Total (A+B+C+D+E)	28,750	3,45,000

- * CCA applicable as per flexible Guidelines and
- ** Variable Bonus for Level 1 & 2 are paid twice a year and for Level 3 and above is paid once a year applicable as per Company Guidelines.
- Mediclaime Premium Details - Mediclaime coverage of INR 200,000 covering spouse and 2 children & Personal Accident coverage of INR 300,000 covering self.
- Gratuity will be paid as per applicable law.
- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

All Allowances / Bonuses / Incentives / Rewards / Benefits will be paid / reimbursed as per the Company policy. Employees who have completed 1 year, not resigned and are on the rolls of the organization on the day of disbursement will be eligible for the same.

All employees are requested to visit the SharePoint and keep themselves updated with changes announced in policies and procedures.

For Miles Software Solutions Pvt. Ltd.


Sameer Suryawanshi
Manager - Human Resources

I agree with the above terms and conditions.

I will be joining _____

Miles Software Solutions (P) Ltd.

Corporate Office : B 801/806, Trade World, Kamala Mills Compound, S. B. Marg, Lower Parel (W), Mumbai - 400013.

Registered Office : 311, Bussa Industrial Estate, Shankar Naram Path, Lower Parel (W), Mumbai - 400013.

T: +91-22-66518400 | F: +91-22-24970508 | E: info@milessoft.com | www.milessoft.com

Ref 758/2019

6th May, 2019

Dear Ms. Dhanashree Parulekar,

We are pleased to appoint you as **Assistant Systems Analyst – Trained** with effect from 6th May, 2019. You will be responsible for software analysis, design, implementation and testing of software projects. You would be developing and implementing software solutions at our office or at our client's site in India. The job may involve overseas as well as domestic travel for project related work. You shall be on probation for a period of 3 months from the date of your joining.

Your benefit package will include:

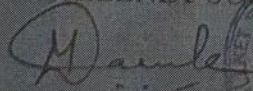

- The Gross annual total compensation (CTC) is Rs. 2,74,200/- and is structured as per the attached Annexure I – COMPENSATION DETAILS.
- 10 Public Holidays every year as per list disclosed by the company
- 3 working weeks (15 days) paid vacation per year (CL+PL+SL)

At SkillNet Solutions India Pvt. Ltd., proprietary rights and confidential information are among the company's most important assets. You are, therefore, requested to sign the enclosed Employment Agreement that covers handling of Proprietary Information as a condition to your employment.

We wish you success and a long and rewarding career at SkillNet Solutions India Pvt. Ltd.

You are requested to sign the duplicate copy of this letter as a token of your acceptance.

Sincerely,
For SKILLNET SOLUTIONS INDIA PVT. LTD.



MANAGING DIRECTOR

Accepted : _____

36

19

Date: 12/09/2017

Ref: HRD/00/Jul/00

Mr./Ms. RUPALI TADOLBE
B-2/302, PRABHAT COMPLEX,
POONAM NAGAR,
VIRAR (WEST)

Letter of Offer

Dear RUPALI,

Welcome to the opportunity to make a valuable difference!

We are proud to invite you to join the Majesco family and are pleased to offer you the position of "Trainee Software Engineer" in Grade T2, at an Annual Cost to the Company of Rs. 365,000 lacs per annum.

This appointment will be subject to your successful completion of the course with 60% and above marks without Allowed to Keep Terms (ATKT) in all the semesters.

The detailed terms and conditions of your Offer will be as per Annexure I and II.

At Majesco, you will find the environment is charged with enthusiasm and offers unlimited growth for individuals who live the Company vision with a passion.

You will be expected to join us on or before Monday, the 02nd July 2018 at Mumbai/Pune.

You will be required to undergo a Company sponsored medical check-up, third party background verification and reference check clearance in order to confirm this offer.

We look forward to your dedication and commitment as we work together and wish you many fruitful years here at Majesco. We expect you to be a critical pillar for all stakeholders of Majesco.

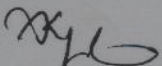
This Letter of Offer will be deemed to be your Letter of Appointment from the date of your joining and commencement of your employment with the Company.

Please sign and return a copy of this letter as a formal acceptance of our offer and your confirmation to us by the date mentioned above.


With regards,

Yours sincerely,

For Majesco Software and Solutions India Private Limited


Ketan Joshi
Group Software Manager

Received & Accepted

Signature 

Date 12/9/17

Date: 20th June 18

Ms. Shreya Bangera,
32-804 Sanskruti, Thakur Complex,
Kandivali (East)
Mumbai-400101.

Dear Ms. Shreya Bangera,

With reference to your interviews and discussions with us we are pleased to offer you the position of "Software Specialist" on the terms and conditions as set forth below:

1. **Date of Commencement** : 9th July, 18
2. **Bond Period** : You will serve eClinicalworks India Pvt Ltd for a minimum period of 1 year, from the date of execution under the bond. As a guarantee you agreed to pay a cheque amounted 2 months gross salary as security. In the event of the said cheque being required to be deposited on account of breach of the bond, then the company will be at liberty to treat the said amount as being due and payable by you to the company by way of Debt and the company will be at liberty to file recovery proceedings in this regards.

3. **Period of Offer** : The period of offer is as follows:

i You will be initially trained for a period of three months from the date of Commencement mentioned herein above. If you complete the training successfully to the satisfaction of the Company (of which the Company will be the sole judge), you will thereafter be placed on probation for a further period of three months. If you do not complete the training successfully, then your trainee services will be determined upon the efflux of the said training period. If you complete the probation period successfully to the satisfaction of the Company (of which the Company will be the sole judge) and if you are found to be fit for confirmation after due assessment, you will be confirmed in employment. If you do not complete the probation period successfully, then your probationary services will be determined upon the efflux of the said probationary period.

ii If, however, it is any time found that any representation made by you to the Company prior to this Offer being made to you - including but not limited to any verbal representation, any information contained in your Curriculum Vitae, any supporting document or any other factual matter concerning you - was not entirely correct or truthful, then your employment shall be liable for summary dismissal without any notice, payment in lieu of notice or any compensation. Further, in such a case, the Company shall have the right to seek such other remedies as may be available to it in law including the right to damages, prosecution etc.

4. **Scope of Work** : The scope of your work/duties/expected skill sets/expected performance etc. have been discussed with and explained to you during your interviews and discussions

eClinicalWorks India Pvt. Ltd.

CIN No. : U72200MH2006PTC165289

Regd. Office : Boomerang A-701 to 705 & Part B1-706, Chandivali Farm Road, Near Chandivali Studio, Andheri (E), Mumbai - 400 022
T: +91 22 67375000 F: +91 22 67375100

S. Bangera
20/06/2018

Subject: Fwd: Students selection in eClinicalWorks from 2018 Batch
From: Pavan Gujjar <pavang@sjcet.co.in>
Date: 20-12-2017, 13:33
To: Namdev Patil <namdevp@sjcet.co.in>

Congratulations sir.

From: "Namdev Patil" <namdevp@sjcet.co.in>
To: "Chairman" <cm.awd@aldel.org>
Cc: "Advisor" <advisor@aldel.org>, "Deputy Director" <deputy.cd@aldel.org>, "Satish Taklikar" <principal@sjcet.co.in>, "Pavan Gujjar" <pavang@sjcet.co.in>, "Anita Chaudhari" <anitac@sjcet.co.in>, "Sundar Kharvi" <sundark@sjcet.co.in>, "Shivaji Shelar" <shivaji@sjcet.co.in>, "Shreeshail Heggond" <shreeshailh@sjcet.co.in>
Sent: Wednesday, December 20, 2017 1:20:04 PM
Subject: Students selection in eClinicalWorks from 2018 Batch

Respected Sir,

Congratulations!!!

Our 7 Students of SJCEM & 1 student of SJCHS have been selected by **eClinicalWorks** as a Trainee Product Support Engineer with **CTC 2.66 LPA + Perks**

Students from Computer Engg.

- 1) Vikas Tiwari
- 2) Aditi Sankhe
- 3) Sitara Baburaj
- 4) Shreya Bangera

Students from Information Technology

- 1) Apurva Jaiswal
- 2) Suraj Mishra
- 3) Rishi Gupta

Student from BSc - (IT) of SJCHS

- 1) Anjani Singh

from SJCEM 73 students & SJCHS 26 students attended the Campus Drive
23 Students from various colleges like Vartak CET, Universal CoE, AP Shah, VIVA CoE, SLRTiwari CoE,
Colleges participated in the campus drive

Thanks & Regards,

N. S. Patil
Corporate Relations, Training & Placement Officer
St. John Technical Campus,
Vevoor, Manor Road, Dist - Palghar, 401 404.
Tel. - 912525 - 254846/49
Mobile No. 9769401269.
Email Address - namdevp@sjcet.co.in



Mr Vikas Tiwari
02-A Sai Siddhi Apartment
Jyoti Darchan Ekt. Colony
Narve Road, Vasai, West East-401205

Dear Mr Vikas Tiwari

SUB-EMPLOYMENT LETTER

Further to our Offer Letter dated 11th July 2018 and your acceptance thereof, we have pleasure in welcoming you to our Organization and offer you an appointment as "Software Specialist" with effect from 23rd July 2018 on the following terms and conditions, subject to your return on being satisfactory.

1. APPOINTMENT

Training and Assessment Period

You will be initially trained and Assessed for a period of three months from the date of Commencement mentioned herein above. If you do not complete the Training and Assessment successfully, then your trainee services will be determined upon the efflux of the said Training and Assessment period. During the Training and Assessment period, your services are terminable by either side by giving Seven days notice period.

Probation and Confirmation:

If you complete the Training and Assessment successfully to the satisfaction of the Company (of which the Company will be the sole judge), you will thereafter be placed on probation for a further period of three months. If you complete the probation period successfully to the satisfaction of the Company (of which the Company will be the sole judge) and if you are found to be fit for confirmation after due assessment, you will be confirmed in employment vide a written letter of Confirmation. If you do not complete the probation period successfully, then your probationary services will be determined upon the efflux of the said probationary period. During the probation period, your services are terminable by either side by giving thirty days notice period. Employees will be eligible for the revised applicable benefits post successful completion of their probationary period with appropriate approval as per Section 1.4 in the company's policy manual.

2. REMUNERATION

Your gross annual remuneration will be Re 260000/- (Rupees Two Lakh Sixty Six Thousand Only) on CTC (Cost-to-Company) basis as contained in our Offer Letter dated 11th July 2018 and your acceptance thereof. The CTC break up will generally be as per Company policy and applicable tax provisions from time to time.

3. POSTING

You will ordinarily be based at Mumbai, however, your duties may be varied from time to time and your services are liable to be Transferred/Deputed/Seconded at the discretion of the company, either temporarily or permanently, to any other location of the Company, whether currently in existence or which might hereafter come into existence, or to any of our offices, any of the parent/associate company sites, client sites or partner sites outside of Mumbai, within or out of India. Upon such transfer, you will be governed by the service conditions applicable to your category of employees at the transferred place.

eClinicalWorks India Pvt. Ltd.

CIN No. U72204IN3006910000

Head Office : Plot No. 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000

Dated: 31/07/2018

To

Mr. Vivek A. Tiwari

C-308, Sai Smriti, Vardhaman Park,
Tulinj, Nallasopara(E), Palghar-401209.
Mobile - 7208526717.
E-mail- tvivek45.vtgmail.com

Subject: Offer Letter

Dear Vivek,

We are pleased to confirm our offer of employment to you as **Consultant** with **Blue Zone Systems Private Limited**, starting **01-August-18** on the following terms and conditions:

- Your designation will be "Consultant".
- Your compensation will be Rs.00,000/- per Annum (Rs.00,000/- per month).
- You agreed to give commitment for minimum employment term of 18 months
- The terms and conditions of employment are as per Annexure I.
- The Compensation mentioned above would be reviewed annually based on your performance & feedback we receive from clients and our internal Assessment. Any compensation awarded to you will be subjected to Taxes as applicable.

You are requested to return us the duplicate of this Document duly signed by you as a token of your acceptance.

Yours Truly,

Niraj Joshi

Executive Director

Email: niraj@bluezone.co.in

Mob: +91 9820140665



Blue Zone Systems Private Limited

201/ 202, 2nd Floor, ECO STAR, VISHWESHWAR NAGAR,
BEHIND UDIPI HOTEL, Goregoan(E), Mumbai – 400 063.
Tel.: 91 22 67416380 /81

Website: www.bluezone.co.in



I agree with the above terms and conditions.

Date: _____

Name: _____ Signature: _____

Annexure I

1. You will be signing following contracts with company
 - a. Confidentiality Agreement
 - b. Intellectual Property Agreement
 - c. Data Protection
 - d. IT Code of Practice
 - e. Declarations
2. You must give commitment for minimum employment term of 18 months i.e. you will not leave the organization till you complete 18 months of service after date of joining.
3. After 18 months of employment period, if you wish to leave the employment, you will have to give 30 working days of notice to the Company in writing subject to completion of all your pending projects and satisfactory handover of responsibilities.
4. If the Company is not satisfied with your work and/or conduct, the Company reserves the right to terminate your employment with a notice of 30 Days or a month's compensation.
5. You will be posted at our Mumbai Office. However, we reserve the right to transfer you to any other place either in existence, or where the Company may open its office later and upon such transfer, the rules and regulations and the terms and conditions of the services applicable to such place, shall be applicable to you. Similarly, we reserve the right to assign additional / change of duty; transfer you to any other group Company. In such an event, the rules and regulations and the terms and conditions would be amended accordingly.
6. If you are assigned work at the Client's site, either in India or abroad then the rules and regulations, working hours and holidays applicable at the Client's site would be applicable to you and the decision of your reporting superior will be final on such matters.
7. If you are based at our Client side you will be eligible for conveyance expenses incurred by you on behalf of the company subject to rules & regulation of company.



8. You shall devote your full time and attention to your duties to promote the interest of the organization and shall not divulge to any person/persons any of our secrets and/or activities. You shall work under the supervision of such person/persons as may be decided upon by the management from time to time. You shall undertake that for any development work taken up by you either individually or jointly while in the Employment with the Company, the copyright shall rest with the Company.
9. You shall maintain during the tenure of Employment and/or from the date of ceasing to be in Company's Employment for whatever reason, utmost secrecy with regard to various activities of the Company or the Clients and more specifically so in respect of products, machineries, formalities, lay-outs/drawings, documents, software, hardware, floppies etc. and you shall not part, for a consideration or otherwise, any knowledge or information you have obtained through your association with the Company or their Clients to anyone except with prior written permission of the Company.
10. You shall abide by the standing orders and/or other rules and regulations applicable to you, which are in force or as may be framed and/or amended from time to time. Your hours of attendance shall be regulated as per duties entrusted to you from time to time.
11. During your tenure of service with the Company you shall not engage yourself in any outside business or employment, which are detrimental to the interest of the Company.
12. Upon Termination of this Employment by either side, you shall handover charge to such person(s) as may be nominated by the Company in that behalf. For handing over the charge, the prescribed format shall be used. Further, you shall deliver to the Company, all documents, blue prints, reproduction of any correspondence addressed to you by the Company and all other documents, records, hardware, software, floppies, property and effects of the Company or their Clients that may be in your possession or custody pertaining to or connected with the business of the Company. You complete all the assignments allotted to you as well as will also handover/ complete all the Documentation of the Software Codes, User Manuals etc as per the format of the Company/Client. However, all the formalities in this regard must be completed by you on or before the last working day in service, and in any event before the final settlement of dues is effected by the Company.
13. You will inform and in presence of your superiors will handover or delete/destroy all the correspondence done by you or software developed by you on behalf of the Company for any Client stored in any physical (Floppies/CD or any External Storage Medium/Device) or in Electronic form (Emails/ Web Storage Sites or any other Remote site or location) by you either in acquiescence of your superiors or by your own will.
14. In case of any Legal Litigation all the Legal Fees borne by Blue Zone Systems Private Limited will also be borne by you.



15. If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having terminated your Employment without any notice unless you,

1. Return to work within eight days of the commencement of such absence;
and
2. Give an explanation to the satisfaction of the Company regarding such absence

Before taking any leave (except sick leave) a prior intimation is to be provided to your immediate superiors. Avoid taking leaves when you are deputed at client side for any project.

16. If any of the clauses are breached , you shall not be relieved from the Company & Company hold all the financial benefits due to you along with the Experience Letter or Performance or Recommendation Letters.

17. You will be allowed 12 Paid Leave in a year, 1 Day of Leave per month or 12 consecutives Days of Leave in a year subject to prior approvals.

18. You will adhere to the Office timings of the company or the deputed Client when you are based there. For late coming and short of duty hours there are rules and regulations which will be applicable to you.

19. You will not join as employee on roll or provide your services on part time or full time basis to any of our Clients/Business Associates without the Company's permission or knowledge and will not be able to do so till one year after you have ceased association with the **Blue Zone System Private Limited**.

20. Your Employment are liable to be terminated without any notice or Compensation in lieu thereof in case of violation of all the above clauses for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty, any other act of indiscipline or inefficiency as compared to other employees /Employment Staff or lower performance as compared to other employees/Employment of your category.

21. You shall keep us informed about any change in your residential address, contact details, your civil status and academic/professional qualifications during the term of this Employment.

OFFER LETTER

January 15, 2020
NSEIT/HR/OL/SD/04548

To,
Yogini Thakare
Near Sai Temple
Ainshet
Wada
Palghar 421303

Dear Yogini,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Systems Analyst" in our company.

1. Your traineeship will be for a period of Two years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of **Rs.25,650/-** per month.
3. You are required to sign a commitment for serving the organization for a minimum period of 2 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

If you find the above terms and conditions acceptable, we expect you to join us on or before **January 20, 2020**.

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer.

A detailed appointment letter will be issued to you on joining.

Note: This offer made to you is on the basis of the details declared by you in the Employment Application Form (EAF). In case of any discrepancies found in the EAF the said offer will stand null and void with immediate effect.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Tina Mathew
Head - HR & Admin.

OFFER LETTER OFFICE COPY

January 15, 2020
NSEIT/HR/OL/SD/04548

To,
Yogini Thakare
Near Sai Temple
Ainshet
Wada
Palghar 421303

Dear Yogini,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Systems Analyst" in our company.

1. Your traineeship will be for a period of Two years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of **Rs. 25,650/-** per month.
3. You are required to sign a commitment for serving the organization for a minimum period of 2 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

If you find the above terms and conditions acceptable, we expect you to join us on or before,

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer **January 20, 2020**.

A detailed appointment letter will be issued to you on joining.

Note: This offer made to you is on the basis of the details declared by you in the Employment Application Form (EAF). In case of any discrepancies found in the EAF the said offer will stand null and void with immediate effect.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Tina Mathew
Head - HR & Admin

I accept the terms and conditions of my Offer.

Signature & Date

OFFER DETAILS

Place of Work:

The initial place of work for carrying out your assignment shall be as given below:

Posting : Mumbai Base Location: NA

Area of Operation: NA

Note: NA

Your working days will be **Monday to Friday**.

Remuneration:

Your salary and allowances will be as per the details attached to this letter and marked as Annexure I.

Probation:

You will be on probation for a period of 6 months from your date of joining.

Medical Fitness:

Your appointment will be subject to your being found medically fit for service in the Company and satisfactory report thereof being received by the Company. You will mandatorily be required to undergo the Medical examination at the company designated laboratories prior to joining the company. On receipt of your acceptance of the offer, the company will inform you regarding the necessary steps to be taken for the medical.

Submission of Documents:

At the time of reporting for duty the documents as per Annexure II should be submitted. Original documents must be produced for verification purposes and the same will be returned to you after completion of the verification process. The Company reserves the right to revoke the offer or appointment if any discrepancy is found in your documents.

If any statement, documentation, declaration or information given by you at any time, is found to be fraudulent / false or if any material / particular is suppressed / misinformed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.

Your appointment will be subject to your furnishing such information as the Company may require from time to time and subject to your services being acceptable in the light of the information furnished.

Background Verification:

The Company reserves the right to carry out reference verifications or background checks (not restricted to the last salary drawn, past employment, use of banned / illegal drugs / narcotic substances, criminal records etc.) prior to your joining the Company or during the course of your employment with the Company. You understand and acknowledge that this is a requirement and you have no objections whatsoever if such checks are carried out by the company or a third party agency engaged by the company.

Initials



NSE

NSEIT

Yogini Thakare

Continuation Sheet

Notice Period / Termination:

- a. Either party can terminate the contract of employment by giving 90 (Ninety) days notice in writing (subject further that such requirement shall extend to you during the tenure of probation period as well) subject to the Company's right to pay salary in lieu thereof to you. The Company may also waive the requirement of serving notice period by you, either in full or part, solely at its own discretion and recover salary in lieu of notice period (*pro rata if applicable*) from you. However, should you sign any Service Agreement / undertaking with the company as a part of your employment process or later during the course of your employment with the company, you will then not be allowed to terminate your employment with the company unless you comply with the terms and conditions of the Service Agreement / Undertaking.
- b. It will be mandatory for you to serve the full notice period without taking any leave to help with complete hand over of all your responsibilities to an identified person. Any exceptions to this will be allowed only on special approval of your BU head. In such cases your notice period and release date will be extended on a pro-rata basis to the extent of the leaves taken.
- c. Company may, in certain circumstances, prefer to terminate your services without the notice period or a reduced notice period if there is a lack of business opportunity or your non competence, in such case, you will be paid salary in lieu of thereof for those many days.
- d. Similarly, if you are willing to serve the full notice period but the Company desires your early release for any reason, the Company will pay you salary in lieu of the relevant notice period.
- e. Your services are liable to be terminated forthwith without any notice or compensation or in the alternative, you shall be liable to disciplinary action and imposition of penalty in accordance with the Company Staff Rules if after your report for duty the Company receives information that you have prior to joining the Company's services committed any act of misconduct, furnished fraudulent information or during your service in the Company, violated Company policy/ Code of conduct/ Staff Rules and regulations, Employment contract or if you are guilty of any act of misconduct, dishonesty, fraud, misdemeanor, which, in the opinion of the Company renders you unfit to serve in the Company.
- f. Salary in all the above cases refers to Basic Salary.

Initials

Annexure I

COMPENSATION DETAILS

Name	Yogini Thakare		
Designation	Trainee Associate Systems Analyst	Grade	E11
w.e.f	January 20, 2020		
	Compensation Head	Monthly	Annual
PART I	Fixed Components		
A	Salary		
	Basic	6,600	79,200
	HRA	3,300	39,600
	Conveyance Allowance	1,600	19,200
	Medical Allowance	1,250	15,000
	LTA	1,250	15,000
	Executive Allowance	9,825	1,17,900
	Food Allowance	1,500	18,000
	Mobile Charges Reimbursement	325	3,900
	Total A	25,650	3,07,800
B	Retirals / Other Benefits		
	Employer Contribution to Provident Fund	1,800	21,600
	Gratuity	550	6,600
	Total B	2,350	28,200
	Total of PART I (A+B)	28,000	3,36,000
PART II	Variable Components		
	Variable Pay *		14,000
	Total of PART II		14,000
	Cost to Company (PART I + PART II)		3,50,000
Please note:			
1. All Allowances / Bonuses / Incentives / Rewards / Benefits will be paid / reimbursed as per the Company policy. Employees who are on the rolls of the organization on the day of disbursement will be eligible for the same.			
2. All employees are requested to keep themselves updated with changes announced in policies and procedures on the HRMS.			
3. Payment of Gratuity will be in accordance with the Gratuity Act, 1972.			
4. In case of any amendment in compliance law, the company reserves right to restructure the salary components keeping the CTC intact adhering to compliance			
* Currently paid bi-annually in July and January every year s.t. performance.			
In addition to the above:			
The company provides the following benefits for their employees, the premium for which is directly paid by the company:			
a. Medclaim for employees and their eligible dependents (as defined by the company).			
b. Personal Accident Policy for the employees			



Initials

Annexure II

LIST OF DOCUMENTS

You are required to submit the following documents* on the day you join the Company:

1. Experience Certificate :

Relieving letter / Resignation Acceptance Letter from immediate previous employer.

(All the previous organizations mentioned in Employee Application Form).

2. Academic Qualification :

Certificate(s) / Marksheet (s) awarded by University/Institutes for S.S.C., H.S.C., Graduation, Diploma level / Post graduation as applicable.

3. Proof of Age (Any One) :

School Leaving Certificate, S.S.C. Certificate, Birth Certificate, Transfer Certificate

4. Proof of Residence (Any One) :

Driving License, Passport, Ration Card, Ownership Agreement, Bank Statement, Electricity Bill, Telephone Bill, Passport, Leave and License Agreement

5. PAN Card

6. Aadhaar Card (in case of not having Aadhaar Card, please submit Enrolment ID receipt)

7. Photographs 3 passport size photos with white colour background)

1 stamp size photograph for ID Card.

- Please note that the copies of qualification/ mark sheets and experience certificates should be duly attested or else originals can be produced for verification purpose.
- You are requested to note that the processing of the salary will be subject to the submission of the PAN details. In case you do not have a PAN number please initiate the application process for the same immediately and carry the acknowledgement as issued by the Income Tax authorities with you on the day of joining. A copy of this acknowledgement would need to be submitted for our records, in the interim period, till you receive the PAN card.

Initials



Mr. Gharat Jugal Ashok
102 Sagar Bhushan Behind,
Panchamrut Hotel Bazar,
Virar East 401305.

12 Feb, 2021

Sub: Offer Letter for the Post – Network Engineer L1 at HTIS Telecom Pvt. Ltd.
Assignment: HTIS **Location: Mumbai.**

Dear Ashok,

This refers to our discussion & the subsequent interviews you had with us. We are pleased to appoint you as “**Network Engineer L1**” on “**Feb 22, 2021**” as per the terms & conditions applicable to this appointment and are recorded below for your consideration & acceptance.

1. **Place of Work:** Your Initial Posting will be at “**Mumbai**” & you shall report to the Project Manager.
2. **Probation:** You will be on probation for a period of six months from the date of joining. Review of performance shall take place at the end of probation period. Your services shall be confirmed in the company if your performance is found to be satisfactory during the probation period.

During the period of probation your services can be terminated at any time without any prior notice.

3. **Notice period:** Your employment with the Company may be terminated after giving a notice of three month or basic salary in lieu thereof. However, you are bound to give three month notice before leaving the services of the Company – while in training or there after. You will ensure that all your on-going activities are successfully completed and handed over as per the Company guidelines on the separation process. Depending upon business requirements, the Company may or may not accept your request to shorten serving of the notice period against the payment of salary in lieu of such shortened notice period. Hence should you decide to voluntarily leave the services of the Company or there be a separation by way of dismissal on grounds of indiscipline/ misconduct and/or performance or continued absence from services without sufficient cause or authorization (of which the Company shall be the sole judge) or abandoning your services before completing one year from your Date of Joining; the Company reserves the right to recover appropriate (of which the Company shall be the sole judge) cost from your full & final settlement.

However in case of breach of rules of the company, misconduct or wrong declaration of facts & figures, your services are terminable with immediate effect. In such event it would not be necessary for the company to give you any notice whatsoever.

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



4. **Responsibility & Accountability:** You will be responsible for achieving planned results both in terms of quality & quantity & as required by our external as well as internal customers. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the misuse of your credentials.
5. **Remuneration:** You shall be paid Rs 2, 40, 000 (Rs. Two Lakh Fourty Thousand Only) per annum as CTC. (Annexure 1).

In addition to the above:

- a) You shall be covered under personal accident insurance policy of Rs. 3, 00,000/- (Rupees Three Lakhs) & Medical Insurance of Rs. 2 Lakhs.
- b) You shall be covered under Term insurance policy of Rs. 10, 00,000/- (Rupees Ten Lakhs).
6. **Leave Policy:** You will be entitled to leave & holidays as per the leave policy of the company.
7. **Discipline:** During your employment with us, you shall be subject to the company rules and such rules as made by company from time to time and maintain the confidentiality of any information shared with you during your course of stay in the company and shall abide by the company rules and ensure all data or information is returned to the company office before leaving the Organization. You shall extend all cooperation to the client's employees, customers, representatives, etc and do all such things diligently, faithfully and to the best of your skill and ability as may be necessary to serve client and performed all the duties entrusted to you from time to time. We expect you to work with the high standard of initiative, efficiency and economy.
8. **Transfer:** Your services are transferable to any place in India as per the business requirement of the company.
9. **Important:** The compensation information is confidential. We request you to use discretion in handling your compensation-related information. As a company policy, we prohibit sharing this information with other employees or unauthorized personnel. Any violation of this will be treated as a serious matter by the company.
10. **Terms & Condition of Employment:** Please note that terms & condition & other stipulations covered under this contract of employment, shall from sole basis of relationship between you & company and no other promises, assurances or indications of any kind, shall part of this contract of employment, unless the same is specified in writing to the effect. However your services are liable to be transferred to any place in India. If we do not receive acceptance and documents mentioned in annexure 3 then this letter stand automatically cancelled and withdraws.

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



10.1 Termination of Service:

- a) If you remain absent from your duties, for 7 days continuously without any intimation or prior permission of your superior.
- b) Without being exhaustive, if you indulge in any indecent behavior with any of your colleagues within our organization or our client's organization or activity found objectionable to us.
- c) If you are found/reported to have indulged or associated in any activity, which would without being exhaustive, include any antisocial, antinational or immoral activity and also any activity against the interest of our organization.
- d) If any information declared by you or documents submitted by you, at the time of your interview /selection is found to be incorrect, forged or fabricated.

10.2 While deputed at the premises of any of our client:

- a) You shall follow rules, procedure, practices prescribed by the client concerned relating to safety & health.
- b) You will maintain decorum of our client concerned and shall not commit breach of any rules & regulations of client concerned.
- c) You shall regularly & punctually report for work and be present at client's designated location during the working hours intimated to you.
- d) You shall extend all cooperation to the employees of client concerned, their consultants /representatives etc. and do all such things as may be necessary and comply with all terms of the applicable work/assignment so as to effectively undertake the work / assignment.
- e) Any information/material of any of our clients coming to your knowledge or possession, during the term of the work/ assignment shall be maintained secret and confidential and you shall not divulge the same to any person in any manner and at any time whatsoever
- c) Any material in your possession shall be returned to the client concerned on completion of the work/assignment.

We welcome to our organisation & look forward to a rewarding and happy association with us.

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



For HTIS Telecom Private Limited.

(Authorised Signatory)

I hereby acknowledge & agree to the terms & conditions of my employment as outlined herein above.

Full Name:

Signature:

Date:

- Annexure 1 - Salary Structure
- Annexure 2 - Correspondence Address
- Annexure 3 - Documents Reference Check List

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



CONFIDENTIAL

Annexure 1 - Salary Structure

Salary Components	Monthly		Annual Package
Basic Salary	6500		78000
House Rent Allowance (HRA)	3250		39000
Conveyance	1600		19200
Medical Allowance	1250		15000
Special Allowance	4458		53496
Net Take home	17058		204696
Provident Fund (Employee share)	780		9360
ESIC (Employee Share)	135		1620
Gross salary	17973		215676
Provident Fund (Employer share)	845		10140
ESIC (Employer Share)	582		6984
Insurance	600		7200
CTC/Month	20000		240000

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



Annexure 2 – Correspondence Address

Documents Courier Address:

Ms. Chandni Jain
HTIS Telecom Private Limited.
SCO-58, 2nd Floor, Gopalya Tower
Old Judicial Complex, Civil Lines
Near MorChowk, Gurgaon 122001
Contact No 9711997080

Note:

1. 4 Passport Size photograph along with Resume
2. Photo copy of Voter Card or Driving License
3. Photocopy of PAN card
4. Photo copy of Qualification Certificate – 10th, 12th, Degree or Diploma

** All documents should be self-attested.

Bank Account details:

Bank Holder name:
Account No:
Name of branch with city:
IFSC code:

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



Annexure 3 – Documents Reference Check List

Reference Checklist		Submitted/Not Submitted
S.No	Documents	
1	Copy of Resume	
2	X thMark sheet and Certificate	
3	XII thMark sheet and Certificate	
4	Graduation Certificate	
5	Professional Degree Certificate	
6	Previous employer details	
7	Appointment letter of previous company, including salary annexure	
8	Relieving Letter from last employer	
9	Experience certificate from all previous employments, if any	
10	Copy of passport (all non-blank pages)	
11	4 coloured passport-size photographs	
12	HRD Information Form (While joining)	
13	YOUR BANK ACCOUNT NO WITH IFSC CODE (For Salary)	
14	Police verification form.	
15	PAN card copy	

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



Offer: Computer Consultancy
Ref: TCSL/DT20184872876/Mumbai
Date: 06/01/2019

Mr. Rajat Dogra
Type - C, 57/06B.A.R.C Colony,
Chitralaya,
Boisar-401504,
Maharashtra.
Tel# -

Dear Rajat Dogra,

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 assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. 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 48 hours, 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 issued a joining letter indicating the details of your joining date and initial place of posting. 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.

TCS Confidential
TCSL/DT20184872876

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India
Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 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



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 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 Initial Learning 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.

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,

TCS Confidential

TCSL/DT20184872876

3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 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



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 expense-s towards professional membership as per TCSL's policy.

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

TCS Confidential
TCSL/DT20184872876

4

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 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



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination 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. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found



unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a

TCS Confidential

TCSL/DT20184872876

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 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



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter.

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms

TCS Confidential
TCSL/DT20184872876

11

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India
Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 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



GROSS SALARY SHEET

Annexure 1

Name	Rajat Dogra
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
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
TOTAL GROSS	27,415	3,36,875

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 Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning 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.

Table 2: TCSL defined structure for BoB (All Components in INR)

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



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Retainer/Consultant and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Retainer/Consultant in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of Retainer/Consultant-ship, the Retainer/Consultant agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

The Retainer/Consultant agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and the Retainer/Consultant hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests the Retainer/Consultant may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. The Retainer/Consultant further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

The Retainer/Consultant expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by the Retainer/Consultant or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.

To:

Bhaskar Dixit

A/103, Vandana Apartment, Laxminagar, Vira Road, Nallasopara (E)-401209

Ref No: PTP/HR/JOL/2017-18/90

Date: 14/03/2018

Sub: Offer LetterDear **Bhaskar Dixit**,

Congratulations! We are pleased to inform you that you have cleared the relevant tests and interviews conducted during our campus recruitment drive; and hence, we offer you a position in Paramatrix Technologies Pvt. Ltd. (hereinafter also referred to as "the Company" or "Paramatrix") with the designation of **Trainee Software Engineer**. We heartily welcome you to the Paramatrix family.

We request you to read the contents of this offer letter and accompanying annexure/s carefully. Should you require any further clarifications, please contact us at hr@paramatrix.com. A few important points which require your special attention are given below.

- **Date of Joining:**

You are requested to join Paramatrix on **01/07/2018**. Please note that company will solely reserve the right to make any changes in the date of joining, which will be intimated to you accordingly.

- **Location of Initial Reporting:**

The location of your initial reporting and training will be Paramatrix Technologies Pvt. Ltd. E-102, First Floor, Sanpada Railway Station Complex, Sanpada, Navi Mumbai - 400705, Maharashtra, India

- **CTC:**

Your annual CTC will be **Rs. 2,40,068/- Per Annum** (Rupees Two Lakhs Forty Thousand Sixty Eight only) subject to deductions required under law and as per applicable policy of the company, if any.

The details of your salary structure are mentioned in **Annexure III** to this letter. Please go through the same very carefully.

- **Training & Probation Periods:**

On joining, you will be required to participate in our esteemed training programme for a period of around **6 (Six) months**. On successful completion of training, you will be placed on probation, usually for the next **6 (Six) months**. This transition will be solely based on your performance during the training period. The period of training and probation can be either reduced or extended at the sole discretion of management of **Paramatrix Technologies Pvt. Ltd.** The course content used in our regular training has

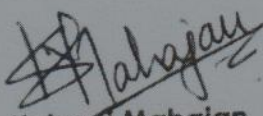
already been explained to you during our recruitment drive. Please note that the content, its order and duration of training may deviate from the prescribed path, based on the business requirements of the company.

- **Performance Evaluation:**
Your performance during training period will be assessed using various assignments and one-on-one discussions between you and your mentors. At the end of training phase, a final performance evaluation will be conducted.
- **Employment Confirmation Procedure:**
On successful completion of the training programme as well as probation period, your employment with Paramatrix will stand confirmed; subject to the terms and conditions of the Company's policies existing at that time. Separate confirmation letters need not be issued to you, and the letter of appointment itself can be considered as the confirmation letter, once the training and probation periods are over and Company has not conveyed any decision to you contrary to it.
- **Location of Posting:**
The location of posting would be communicated to you upon successful completion of training. It will be purely based on business requirements of the Company and may change according to the changing business needs of the Company.
- **Maintenance of Confidentiality:**
The terms and conditions of this offer must be kept confidential. Should there be any breach in maintaining confidentiality of the terms and conditions, the Company reserves the right to withdraw the offer.
- **Acceptance of Offer:**
To accept this offer, you need to fill-up and send the signed photo copy of Offer Acceptance Form (Annexure I) shown below. A duly filled-up copy - including the full content of this offer letter - should be dispatched - within 15 days of receipt of this offer - to the following address:

Sr. Manager, HR
Paramatrix Technologies Pvt. Ltd.
E-102 (1st Floor), Sanpada Railway Station Complex
Sanpada, Navi Mumbai,
Maharashtra, PIN-400 705

Welcome again to **Paramatrix Technologies Pvt. Ltd. and the world of technology for financial services.** We wish you a long, fulfilling, and rewarding career, and look forward to your joining us for the same.

Yours sincerely,



Kalyani Mahajan
Senior Manager-Human Resources

Annexure I

Offer Acceptance Form

I have read and understood the terms and conditions specified in this letter of offer and annexures hereto. I fully agree to abide by the terms and conditions as set forth herein, and the annexure to the same.

Name: _____

Signature: _____

Date: _____

Location: _____

Annexure II

Welcome to Paramatrix Technologies Pvt. Ltd.

This document provides additional details pertaining to the offer of employment from **Paramatrix Technologies Pvt. Ltd.** - henceforth referred as the *Company* - to you - henceforth referred as the *Candidate*. This document is to be read in conjunction with the offer of employment presented by the *Company*.

Role offered: Trainee Software Engineer

Training Period

The training program would consist of classroom training as well as *On-the-Job* training. The duration of classroom training would be purely based on business requirements. *Candidate's* confirmation will be based on the positive contribution to the objectives of the *Company*.

Probationary Period

Candidate will be on probation for a period of 6 (Six) months after completion of regular training, provided the training related goals set by the *Company* are met completely by the *Candidate*. The *Company*, at its sole discretion, may continue to provide additional trainings to the employees during the probationary period too.

Confirmation of Employment

Candidate's confirmation as a permanent employee is subject to successful completion of the probationary period by the candidate. Usually it happens at the end of 6 (Six) months from the date of beginning of probationary period. If the *Candidate's* performance during the probationary period is not found to be up to the mark set by the *Company*, the probationary period may get extended. Please note that the *Candidate's* continued employment with the *Company* is subject to the *Candidate* meeting expected business requirements of the *Company* throughout the period of engagement. *Company* reserves all rights in this regard.

Increments and Promotions

The career-growth of the *Candidate* along with his/her salary will solely depend on *Candidate's* performance and contribution to the growth of the *Company*. Salary revisions generally happen annually, based on business conditions prevalent at that time.

Salary

For detailed information, please refer to **Annexure III** to this Offer Letter.

Employment Bond

The Candidate, before joining for the training, must complete all the processes pertaining to Employment Bond henceforth described as EB. The relevant processes are described below.

1. Before joining the Training, an employee must sign and execute the Employment Bond in the favor of the Company, in the format specified by the Company.
2. By this bond Employee guarantees that if he leaves the Company before the period of **3 (Three)** years, or Company removes him for any valid reason; he will pay the Company the sum of Rs. 3,00,000/- (Rs. Three Lakhs only) immediately.
3. If specifically instructed by the Company, an Employee will have to submit an advance cheque to the Company in that behalf, which shall be cashed by the Company in case Employee breaches any terms of the said Employee Bond.

Selected Candidates can obtain sample templates for these agreements from the HR department of the Company.

Discontinuation of Service & Notice period

During the training and probation period, if Candidate's performance is not found to be satisfactory, the service of the Candidate can be discontinued at the sole discretion of the Company. On such occasions, the Company will issue either a **15 (Fifteen) days'** notice or Candidate's salary in lieu of. During the regular period of employment too (before completion of **3 (Three)** years from the date of joining), this rule will be applicable. The Company reserves the rights to terminate the service of the Candidate immediately for gross dereliction of duty and indiscipline.

If the Candidate wants to discontinue the service with the Company, one of the following conditions will be applicable.

Discontinuation of Service within Three Years of Date of Joining

As described in the section of Employment Bond, the Company, at its sole discretion, may invoke the clauses of Employment Bond and claim the said money. If the Candidate, without any notice, remains absent from service of the Company for over seven (7) days, the Company reserves the right to treat it as intentional discontinuation of service by the Candidate. Applicable notice period shall depend on then existing policies of the company.

Discontinuation of Service after Three Years from Date of Joining

In this case, the Candidate must give **two (2) months'** notice or salary thereof. It is expected that the Candidate fulfills all obligations towards the Company in terms of finishing assignments, completing respective knowledge transfer to other employees, and any other work assigned by the Company, before discontinuing the service. In the event of the Candidate having any incomplete assignment, the Company will retain the discretion to extend the notice period.

Acceptance of Offer

The *Candidate* needs to accept this offer by filling up and signing the *Offer Acceptance Form* (Annexure I) which is given at the end of the letter of offer. This form must be sent to the address given below, within 15 (Fifteen) days of its receipt.

Sr. Manager, HR
Paramatrix Technologies Pvt. Ltd.
E-102 (1st Floor), Sanpada Railway Station Complex
Sanpada, Navi Mumbai, Maharashtra, PIN-400 705

Other Terms and Conditions

1. By accepting this offer, the *Candidate* agrees not to undertake employment, whether full-time or part-time, as the Director/Partner/Member/Employee of any other organization or entity engaged in any form of business activity without written consent of the *Company*.
2. The offer of employment to the *Candidate* as a *Trainee Software Engineer* is conditional upon the *Candidate* passing out the final graduation or post-graduation examination, as the case may be. The *Candidate* will also need to have completed all studies, course requirements and examinations required for the award of the educational qualification, as recorded in the application for employment with the *Company*.
3. The *Candidate* must produce all marks sheets and other relevant documents, in original, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, the *Candidate* must have been declared as passed by the relevant examination authority.
4. The determination of the adequacy or authenticity of all or any of the proofs and any condoning of delay in submission of the same will be at the *Company's* sole discretion.
5. There are various policies and rules and regulations in place in the *Company*. These policies will be applicable to all the *Candidates* joining the *Company*. The details of those policies will be provided in *Employees' Handbook*, which will be available to the *Candidate* at the time of joining the *Company*. The *Candidate* must agree to abide by all those rules and regulations, at the time of joining the *Company*.
6. The *Company* reserves all the rights to add, remove or alter any of the rules and / or policies prescribed by the *Company* at any time with or without prior notice of the changes and such changed rules and policies shall be mandatory and binding to all employees (in applicable cases to ex-employees also for agreed and defined period.)

Read, understood and agreed at free will:

Name & Signature of Candidate

Confidential

Annexure III

I - Training Phase

A. Monthly Component:	Amount (Monthly)	Effective Amount
Basic	1981	11886
HRA	991	5946
Conveyance	1600	9600
Medical Allowance	1250	7500
EPF -Employer's Contribution	238	1428
ESIC -Employer's Contribution	438	2628
Leave Travel Allowance (LTA)	1450	8700
Special Allowance	1957	11742
Gross Salary (A)	9905	59430
B. Benefit Components:		572
Gratuity*		0
GMI / GPA / GTL **		572
Benefits (B)		60002
I - Total- During Training Phase (A+B)		0
Deductions:	238	1428
EPF-Employee's Contribution	162	972
ESIC-Employee's Contribution	175	1050
Professional Tax		

II - Probation Phase

C. Monthly Component:	Amount (Monthly)	Effective Amount
Basic	3234	19404
HRA	1617	9702
Conveyance	1600	9600
Medical Allowance	1250	7500
EPF -Employer's Contribution	388	2328
ESIC -Employer's Contribution	649	3894
Leave Travel Allowance (LTA)	1450	8700
Special Allowance	4512	27072
Gross Salary (C)	14700	88200
D. Benefit Components:		1866
Gratuity*		-
GMI / GPA / GTL **		1866
Benefits (D)		90066
II-Total- During Probation Phase (C+D)		
Deductions:		
EPF-Employee's Contribution	388	2328
ESIC-Employee's Contribution	239	1434
Professional Tax	200	1200
III. Individual Performance Incentives:		30000
IV. Longevity Bonus***:		60000
Cost to Company (I+II+III+IV)		240068

Confidential

Habjan



Guidelines:

1. Training Phase is from 1st Jul to 31st Dec Year (2018). If due to any reasons Training Phase is extended the structure would continue to remain as mentioned above
2. Please note that the employees are expected to visit the link Wiki->General Documents->Employees Handbook-> Remuneration Guidelines, from time to time to keep themselves updated on the amendments in the applicable policies.
3. Tax Deduction at Source / Income Tax will be deducted as applicable as per prevailing Govt. Rules and Regulations.

Note:

*Gratuity is payable as per the company policy under the Payment of Gratuity Act 1972.

** If ESIC is not applicable then only you will be considered for GMI, GPA and GTL Policies. You will be covered under our Group Medical Insurance (GMI) policy of Rs. 1 Lakh per annum for self for service in India.

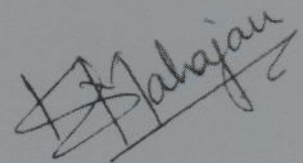
You will also be covered under our Group Personal Accident (GPA) Insurance policy of Rs. 2 Lakh per annum for self for service in India. This is applicable while travelling on official International assignments as well.

You will also be covered under our Group Term Life (GTL) Insurance policy of Rs. 2 Lakh per annum for self for service in India.

*** **Longevity Bonus** - The disbursement of amount of Longevity Bonus happens only after the completion of the annual performance assessment exercise of Third Year (2021). The amount will be paid to an employee subject to the condition that; an employee is on the rolls of the company at the time of the payment and an employee has not submitted the resignation before the aforesaid payment.

Read, understood and agreed at free will:

Name & Signature of Candidate





NETWORK INTELLIGENCE

ISO 27001 Certified | PCI DSS QSA

19th February 2019

INTERNSHIP LETTER

Dear Swanand Harihar Vartak,

On behalf of Network Intelligence (I) Pvt. Ltd., we are pleased to confirm you coming on board as "Intern" in the **SSC Team**, based in **Mumbai**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. We are excited about your internship with us starting on **25th February 2019**. Your roles and responsibilities are outlined in **Annexure A**.

Your stipend is **Rs. 15,100/- per month** and will be subject to all statutory deductions. Depending on your performance you will receive confirmation letter after completing 6 months of internship with us. Depending on your performance your CTC will range between 3.0 – 3.25 lakhs per annum once you are confirmed.

You will be governed by any rules, regulations, policies and practices that may change from time to time. Your compensation details are confidential, and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our Company. At the time of joining, it is mandatory for you to submit the documents mentioned below.

As a token of your acceptance of our offer and the terms of this letter, please sign in the space provided below indicating your acceptance of our offer and mail the duplicate copy of the duly signed offer letter to us at the above-mentioned address within seven days of receipt of this letter, after which period this offer shall lapse automatically.

By accepting this offer, you hereby acknowledge and agree that the provisions herein are contingent on the successful completion of the background verification proceedings which may include the use of an external agency to check your prior employment, education, and criminal records. These proceedings will not be conducted without your formal and written consent (an authorization form will be sent to your attention should it be required). If any of the statements you provided during the course of your interview, in the details of your resume, or any other documents you provided are found to be inaccurate or false, it may result in nullification of this offer and corresponding termination of your employment with the firm. If you decide to leave the Company within a period of less than two years, the Company reserves the right to not issue a relieving/experience letter.

We look forward to you joining our team. If you wish to discuss any detail of this offer, please feel free to contact us.

Sincerely,

For Network Intelligence (I) Pvt. Ltd.

Rabiullah Shaikh
Sr. Manager – HR

www.niconsulting.com

Network Intelligence India Pvt.Ltd.
204 Ecospace IT Park, Off Old Nagardas Road,
Andheri (E), Mumbai 400069, India
T +91 22 49711576. +91 2226392628, +91 2226399353
GSTIN - 27AABCN6183F1ZE
Corporate ID No. U72900MH2001PTC132893

Network Intelligence India Pvt.Ltd.
5th Floor, Lotus Nikamal Business park,
New Link Road, Andheri (W) Mumbai 400053, India
T +91 22 49711576. +91 2226392628 +91 2226399353

info@niconsulting.com



NETWORK INTELLIGENCE

ISO 27001 Certified | PCI DSS QSA

Acceptance

I hereby accept the position and terms and conditions of employment offered. The following documents have been attached for your records or shall be provided to the company on _____ and I will join the company on _____

Annexure A

1. Passport Copy 2. Copy of Educational Certificates. 3. PAN Number 4. Three color passport photographs. 5. Form 16 A and Salary Slip from previous employer 6. CPH / CISC / CPFA Certificate.

Annexure B

Your main position will be as "**Intern**" and your key responsibility areas would be:

- Monitor Triage systems for new customer reported suspicious emails
- Perform initial assessment on reported suspicious emails to determine if email poses a threat to the customer, or is benign
- Initiate threat analysis case for emails that pose a threat to the customer and escalate to Sr. Threat Analysis team member.
- Assist Sr. Threat Analysts during investigations.
- Maintain ownership of cases opened for customers including updating cases, communicating with the customer, and documenting resolution
- Assist in production of monthly customer reports
- Maintain adequacy of skills by attending approved conferences, training, and other related events
- Assist with creation and maintenance of products including updates and upgrades, backups, and troubleshooting
- Response to customer requests submitted via ticketing systems and other communication channels
- Other duties as assigned

NOTE - "You shall be expected to carry out tasks, from time to time, commensurate with your skills and experience as directed by the management or their deputed executives."

Accepted

Date

www.nilconsulting.com

Network Intelligence India Pvt.Ltd.
204 Ecospace IT Park, Off Old Nagardas Road,
Andheri (E), Mumbai 400069, India
T +91 22 49711576 +91 2226392628 +91 2226399353
GSTIN - 27AABCN6183F1ZE
Corporate ID No. U72900MH2001PTC132893

Network Intelligence India Pvt.Ltd.
5th Floor, Lotus Nilkamal Business park,
New Link Road Andheri (W), Mumbai 400053, India
T +91 22 49711576 +91 2226392628 +91 2226399353

info@nilconsulting.com

28

bizomatics india pvt ltd

Opus Park, 4th floor, Plot No. F-21, Central MIDC Road, Opp. Seepz Main Gate No. 1,
Near Seepz Best Bus Depot, Andheri (E), Mumbai - 400093, MH, India.

2018

15th April 2019

To,
Vishakha Patil,
Mumbai.

Dear Vishakha,

Further to your acceptance of the offer letter with Bizomatics, we are pleased to appoint you in our organization.

Congratulations and welcome to Bizomatics. We look forward to years of fruitful cooperation and success. We wish you the best of luck.

Your appointment will be governed by the policies, rules, regulations, benefits and terms & conditions Bizomatics as applicable to you and the changes therein from time to time.

Yours sincerely,
For Bizomatics India Pvt. Ltd.



Anuradha Deshpande
Head HR - India



1

29

SYNTEL PRIVATE LIMITED
SEZ - Unit
(Syntel - Special Economic Zone)
Plot No. B-1/B2, Software Technology Park,
Dehu - Alandi Road, MIDC Talawade, Tal -
Haveli,
Pune - 412 114 India
Tel: 91 020 40701000
Fax: 91 020 40781100

Date: 27th September 2018

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Simi Mathai Simon,
Syntellect ID: SBEC1815598

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with Syntel nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case



Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Syntel family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,

Adarsh Krishna
Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions.

Signature _____

ANNEXURE A
SALARY DISTRIBUTION

Name : Simi Mathai Simon			
Designation : Associate Consultant			
Band : AC1			
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)	-	1,500	18,000
Special Allowance (D)	-	2,830	33,960
City Allowance (EE)	-	903	10,840
Bonus (F)	-	2,000	24,000
Co.'s Contribution to PF (G)	-	1,800	21,600
Transport Expenses	-	1,600	19,200
Medical Reimbursement Expenses	-	1,250	15,000
Sub-Total - I (H)	100%	25,433	305,200
Reimbursements and Other Benefits			
Leave Travel Assistance	-	400	4,800
Sub-Total - II	-	400	4,800
Total Compensation (I + II)	-	25,833	310,000

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills – your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

①



Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Syntel family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,

Adarsh Krishna
Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions.

Signature

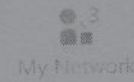
ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills – your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

ANNEXURE A
SALARY DISTRIBUTION

Name : Simi Mathai Simon			
Designation : Associate Consultant			
Band : AC1			
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)		1,500	18,000
Special Allowance (D)		2,830	33,960
City Allowance (EE)		903	10,840
Bonus (F)		2,000	24,000
Co.'s Contribution to PF (G)		1,800	21,600
Transport Expenses		1,600	19,200
Medical Reimbursement Expenses		1,250	15,000
Sub-Total - I (H)	100%	25,433	305,200
Reimbursements and Other Benefits			
Leave Travel Assistance		400	4,800
Sub-Total - II		400	4,800
Total Compensation (I + II)		25,833	310,000



Message

Sayli Dhulap · 3rd

CRM at Zycus

Thane, Maharashtra, India · 12 connections · Contact info

Zycus



Mumbai University Mumbai

People you may know

See all



Jagdish Suthar

Associate of Trade Promotion...
33 mutual connections

Connect



Devendra Kashyap

Lead-TA at Clearwater Analytics
20 mutual connections

Connect



Mrudhu

Executive...
17 mutual connections

Connect

Activity

17 followers

Posts Sayli created, shared, or commented on in the last 90 days are displayed here.

See all activity

Experience

Zycus

CRM

Zycus

Jul 2018 - Present · 2 yrs 9 mos
Mumbai, Maharashtra, India

Education



Mumbai University Mumbai



Messaging

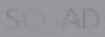


MSBTE

Diploma of Education, Computer Engineering

2012 - 2015

Licenses & certifications



PSTS(Professional software testing specialist)

SQUAD Infotech Pvt. Ltd.

Issued Jul 2018 · No Expiration Date

Skills & endorsements

Lead Generation

Market Research

Microsoft Office

Show more



Messaging 2

DATE: 27th November 2019

To,
Prathamesh Wadekar
Employee ID: 3905

Subject: Letter Of Intent -- Product Analyst

Dear Prathamesh,

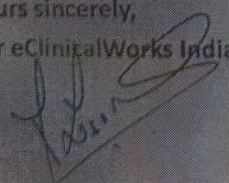
Congratulations on being selected for the position of a **Product Analyst**. We are glad to see you grow within our organization and commend your efforts and dedication towards work.

With reference to your transition, we'd like to inform you, that you would be under probation for a period of 6 months effective 27th November 2019. You will be allowed to apply for Internal Job Postings after the completion of 12 months from your date of transition. Your performance will be evaluated throughout this period and upon successful completion will result in a monetary increment and designation change. During your evaluation, if your performance is found to be inconsistent or inaccurate, we will take you through a performance improvement plan, after which further actions will be determined.

All other terms and conditions of your employment with the Company remain unchanged, unless explicitly communicated.

We look forward to hearing of your achievements and contributions towards the success of the company. All the best!

Yours sincerely,
For eClinicalWorks India Pvt. Ltd


Pertwyn Joseph
Director -- Human Resource

eClinicalWorks India Pvt. Ltd.

CIN No. : U72200MH2006PTC165289

Regd. Office : Boomerang A-701 to 705 & Part B1 706, Chandivall Park Road, Near Chandivall Studio, Andheri (E), Mumbai - 400072



TPO ALDEL <tpo.aldel@gmail.com>

Fw: Offer Letter- Packt Publishing

gauri pradhan <gauripradhan1994@rediffmail.com>

26 September 2018 at 15:04

To: namdevp@sjcet.co.in

Cc: tpo.aldel@gmail.com

Note: Forwarded message attached

-- Original Message --

From: Loyson Mascarenhas loysonm@packtpub.com

To: gauripradhan1994@rediffmail.com

Subject: Offer Letter- Packt Publishing

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

From: Loyson Mascarenhas <loysonm@packtpub.com>

To: gauripradhan1994@rediffmail.com

Cc:

Bcc:

Date: Wed, 18 Jan 2017 11:22:45 +0000 (GMT)

Subject: Offer Letter- Packt Publishing

Hi Gauri,

Congratulations!

As discussed, please find the offer letter attached for the post of a Content Development Editor.

I have maintained your joining date as **1st June, 2017** at 11:00 am.

It would be great if you reply to this mail and confirm your acceptance.


Copies of the following documents are mandatory to be submitted by you on the date of joining:

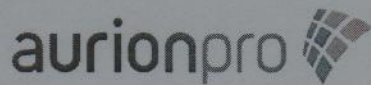
- 2 latest passport size photographs
- 3 Copies of PAN Card
- Copy of Address proof - Passport/Aadhaar card/Lease agreement/Driving license.
- Copies of Educational documents - Certificates / mark-sheet
- Copies of Relieving letter/experience letter of all the previous companies and last 3 months salary slips of the previous company.

Thank you

Loyson Mascarenhas
Talent Acquisition Executive
P&C Team
Skype: packt.loysonm
Mob: +91 7045927498
www.packtpub.com

This E-mail is confidential. It may also be legally privileged. If you are not the addressee you may not copy, forward, disclose or use any part of it. If you have received this message in error, please delete it and all copies from your system and notify the sender immediately by return E-mail. Whilst Packt Publishing Ltd take every reasonable precaution to avoid the transfer of software viruses or defects that may cause damage to computer systems, it is the responsibility of the recipient to ensure that all emails and attachments received are free from infection.

 **Offer Letter - Gauri Pradhan.pdf**
284K



Welcome to aurionPro Solutions Ltd. Wish you all the best for your journey with aurionPro solutions Ltd.

This document will be of great value to you in completing your joining formalities, please do read it carefully.

You will need to carry with you:

1. Passport size Photographs – 4 Nos.
2. Photocopy of SSC Mark sheet, HSC Mark sheet, Degree certificate, Professional courses certification. In case you have not yet received the certificates; please do submit it as soon as you get it.
3. Local and Permanent residence proof.
4. In case you hold a passport, Please submit an attested copy of the name and address pages. In case you do not have a passport, please apply ASAP.
5. Attested copy of Permanent Account Number (PAN) issued by the Income Tax authorities.
6. Note*: Please provide marriage certificate if name changed after marriage specifically for females.
7. In case Aurionpro Solutions is not your first employer,
 - a) The letter of acceptance of your resignation with the Company's Stamp or relieving letter from your previous letter.
 - b) The salary certificate from the previous employer.
 - c) Earlier employers HR email Id.
 - d) Relieving letter and experience letter of all employment reflected in resume.

- e) One bank account detail with IFSC code for PF form completion.
- 8. We bank with Axis bank. If you have a salary account with them, please submit your Axis account number and customer identification number. If you don't then we will help you open one. To help you open a new account, we require your photo ID proof and residence proof.
- 9. If you plan on adding other holders on your salary account, please bring a photograph and proof of residence (copy of passport \ PAN card \ voter ID card) for each holder.

10. To complete the joining formalities you also need to provide:

- a) Your blood group
- b) Details of professional training programs attended and certifications viz name of Diploma \ Certification, branch of study, institute or college name, start and end dates for certifications, the validity of the certification.
- c) In case you are a member of an employee provident fund, your account or PF number. After you join, the finance department will give you form No 13 for PF transfer on request. You get the PF Transferred No. and UAN No. You should also know the name and date of birth of your nominees for completing the new provident fund nomination form.
- d) Form 16,
- e) In case of absence of Form 16, you need to give declarations regarding your Savings, Investments etc.

**Submission of all above-mentioned documents is mandatory at the time of Joining.
Please bring along your original documents for verification purpose**

* * *

Please find the details of students

=====
Thanks & Regards,

Namdev S. Patil

Corporate Relations, Training & Placement Officer
St. John College of Engineering & Management
Vill-Vevoor, Manor Road,

Palghar (E), Dist- Palghar - 401 404.

Contact:- 9769 401 269 / 9594 971 269

e-mail:- namdevp@sjcet.co.in / tpm.armiet@gmail.com

web:- www.sjcet.co.in



On Thu, Jun 28, 2018 at 3:50 PM, Singh, Suhani <ssingh270@dxc.com> wrote:

Dear Mr. Patil,

We need to send the letter of intent to these candidates, please share the required details with us ASAP.

Regards,

Suhani Singh

College Hire Program|Human Resources

DXC Technology

Galaxy Business Park, Noida Towers A-44/45, Sector 62,
Noida-201301

| t: +91 120 6704761 |

From: Singh, Suhani
Sent: Friday, June 22, 2018 5:29 PM
To: 'Namdev Patil' <tpm.armiet@gmail.com>
Cc: Chandrashekar, Naveen <nchandrashek@csc.com>
Subject: RE: Regarding the Result of Campus Recruitment Drive

Dear Sir,

Please find below the names of candidates selected for the drive – please share the data in the attached format

There are some 10 more selects – I shall share their names shortly.

Sr No	Name	College Name
1	Drashti Panchal	St Francis Institute
2	Sanjana Devadiga	Vidyavardhini College
3	Shabbir Governor	St John College
4	Ashley peter Rodrigues	St Francis Institute
5	Akshay Nayak	St Francis Institute
6	Dixita Surti	St Francis Institute
7	Tejal Bhogle	Universal College
8	Suchit Mohare	Lokmanya Tilak College
9	Ajinkya Saxena	Shree L R Tiwari College
10	Ankit Pandey	Rizvi College
11	Lokeshwari Bonthu	Saraswati College
12	Smeet Patel	Shah and Anchor Kutchi College
13	Saylee patil	Vidyavardhini College
14	Mayuri Mandole	Vidyavardhini College
15	Ankita Gaud	Thakur College
16	Pratik Mhatre	Vidyavardhini College
17	Ram Singh	Lokmanya Tilak College
18	Zaid Qadri	A P Shah Institute
19	Praveen Pandey	St John College
20	Riddhik Pankhania	Shah and Anchor Kutchi College
21	Ratan Gupta	Thakur College
22	Arvind Shukla	Shah and Anchor Kutchi College
23	Sanmesh Sankhe	Vidyavardhini College

24	Suraj Sakpal	Shah and Anchor Kutchhi College
25	Hemant Singh Rautela	D J Sanghvi college
26	NEIL Sawant	Lokmanya Tilak College

From: Namdev Patil [mailto:tpm.armiet@gmail.com]
Sent: Friday, June 22, 2018 4:28 PM
To: Singh, Suhani <ssingh270@csc.com>
Cc: Chandrashekar, Naveen <nchandrashek@csc.com>
Subject: Regarding the Result of Campus Recruitment Drive

Respected Ma'am,

Greetings of the Day!

I hope you are doing well !!

On Behalf of Training & Placement Officers of various participant colleges I would like to thank you for giving an opportunity to the students. Special thanks to Naveen Sir.

It was really a wonderful & interactive process of interviewing students, they are really happy to know about company.

Students are eagerly waiting for the final result of the process. So I would like to request you to share the status of Campus Recruitment process.

Looking forward to a positive response!

Have a great day ahead!

=====

Thanks & Regards,

Namdev S. Patil

Corporate Relations, Training & Placement Officer
St. John College of Engineering & Management
 Vill-Vevoor, Manor Road,

Palghar (E), Dist- Palghar - 401 404.

Contact:- 9769 401 269

e-mail:- namdevp@sjcet.co.in / tpm.armiet@gmail.com
 web:- www.sjcet.co.in

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
 DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

Namdev Patil <tpm.armiet@gmail.com>
 To: "Singh, Suhani" <ssingh270@dx.com>

Sat, Jun 30, 2018 at 9:52 AM

Cc: "Chandrashekar, Naveen" <nchandrashek@dxc.com>

Respected Ma'am,

Greetings of the Day!!

Thanks for sharing the list of selected Candidates

Ajinkya Saxena from Shree L R Tiwari College is selected by L & T Infotech so he is willing to join LTI so please do not consider his candidature

=====
Thanks & Regards,

Namdev S. Patil

Corporate Relations, Training & Placement Officer

St. John College of Engineering & Management

Vill-Vevoor, Manor Road,

Palghar (E), Dist- Palghar - 401 404.

Contact:- **9769 401 269 / 9594 971 269**

e-mail:- namdevp@sjcet.co.in / tpm.armiet@gmail.com

web:- www.sjcet.co.in



MATPO MEMBER

On Fri, Jun 29, 2018 at 3:00 PM, Singh, Suhani <ssingh270@dxc.com> wrote:

Dear Mr. Patil,

Ajinkya Saxena's data is missing. Please share the details.

Apart from these 26 selects, below 7 are also selected – please share their details as well:

1. Pratik Satish Chaurasia – St.John
2. Kaveri Salunke – Sanjivani College
3. Shraddha Gaikwad - Sanjivani College
4. Pawan Ramesh Poojary – AP Shah Institute
5. Sagar Samundar Nath – PVPP College Of Enng
6. Mayur Madhukar – St Francis Institute
7. Samsher Sudhir Gadkary – Lokmanya Tilak College of Engineering

Regards,

Suhani Singh

College Hire Program|Human Resources

DXC Technology

Galaxy Business Park, Noida Towers A-44/45, Sector 62,
Noida-201301

| t: +91 120 6704761 |

REF-ETH-Q2FY19-IND-100589

21-Nov-2018

Mr. Vicky Satyendra Yadav,
Mumbai

Dear Vicky,

Thank you for your keen interest in **eTouch Systems (India) Pvt. Ltd.** Subsequent to our discussions with you, we are delighted to extend you an offer to join eTouch. We believe you can play an important role in our rapid growth and success, and look forward to welcoming you to the eTouch family.

At the time of Joining, the following will be applicable

1. Designation : Technical Process Executive
2. Tier : Tier 4
3. Track : Infrastructure Operations

Your date of joining would be on **23-Nov-2018**

You will be based at eTouch's **Mumbai** office. You will be on probation from your date of joining for a period of six months. You will continue to do so until the company confirms your services, in writing, based on your conduct and performance during this period meeting the standards of the Company. You would need to serve a notice period of 15 days during Probation and Two Months on or after confirmation, in occasion of resignation from the services.

Your Total Remuneration will be ₹ **211473/- per annum** as per **Annexure -I**

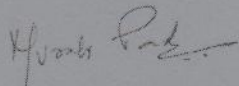
Upon joining you shall be signing the '**Employment Terms and Conditions**' document and the '**Employee Non-Disclosure Agreement**' with us in this regard.

Kindly sign the duplicate copy of this letter as a token of your acceptance of the Offer, and return it to the undersigned on or before **22-Nov-2018**

Please note that the offer is valid subject to successful completion of your Background Verification.

Sincerely

I hereby accept employment on the terms set forth
in this Letter as of this ___ day of ___



Dr. Murali Padmanabhan
Senior Vice President (Level I)

Vicky Satyendra Yadav
(Signature)

Page 1 of 3

eTouch Systems (India) Private Limited

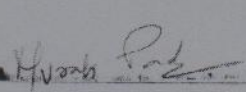
Unit 203, 2nd Floor, Dosti Pinnacle, Plot E-7, Road No 22, Wagle Industrial Estate, Thane (West) 400 604 India | www.etchouch.net

ANNEXURE – I

COMPENSATION & BENEFITS STRUCTURE			
NAME	:	Vicky Satyendra Yadav	
DESIGNATION	:	Technical Process Executive	
TIER	:	Tier 4	
		Per Month (in ₹)	Per Annum (in ₹)
Base Components (A)		12,350	148,200
	Basic	9,500	114,000
	HRA	2,850	34,200
Basket of Allowances (B)		2,949	35,392
	Special Allowance	1,449	17,392
	Bonus**	1,500	18,000
Retirement Benefits (C)		2,323	27,881
	PF - Company's Contribution	1,140	13,680
	Gratuity**	457	5,481
	ESIC Company Contribution	727	8,721
Cost to the Company (A+B+C)		17,623	211,473

**Gratuity is contributed by the Company and is payable as per the Gratuity Act published by Govt. of India
**Bonus amount includes bonus payable under per the Payment of Bonus Act, 1965

for eTouch Systems (India) Pvt. Ltd.,


Dr. Murali Padmanabhan
Senior Vice President (Level I)

Vicky Satyendra Yadav
(Signature)

ANNEXURE – II
SUMMARY OF BENEFITS

You would be entitled for the below given benefits

Health Insurance:

The Company will insure you and your 5 dependents for hospitalization as per the policy for an amount of Rs200000/- . Details would be made available on joining.

(Dependents details: Self + Spouse + 2 Dependent Children + 2 Parents or 2 Parent in-laws)

Group Term Life Insurance Policy (GTL) & Group Personnel Accident Coverage (GPA):

The Company will insure you for 1 time of the CTC with a minimum Cover of INR 10 Lakhs. The Policy is applicable to associates posted in India or on eTouch India rolls.

{CTC for GTL & GPA coverage = Base Components (A) + Basket of Allowances (B)}

Maternity Benefit:

The company is also committed to extending the appropriate benefits to the female employees as per the Maternity Benefit (Amendment) Act, 2017.

Marriage Gift:

All Employees getting married during their tenure at the Company are entitled to a gift voucher worth ₹ 10,000/- as a gesture of goodwill. Details would be made available on joining.

Relocation

The Company has a relocation policy in place for candidates who join from Outstation.

Relocation Expense will be reimbursed only on production of Way Bill and the Supporting Documents.

If you decide to leave the services of the Company, within one year of joining, due to any reason, you will have to repay the total expenses incurred on account of your relocation.

for eTouch Systems (India) Pvt. Ltd,



Dr. Murali Padmanabhan
Senior Vice President (Level I)

Vicky Satyendra Yadav
(Signature)

All Benefits are subject to revision at the discretion of Management from time to time.

Page 3 of 3

eTouch Systems (India) Private Limited

Unit 203, 2nd Floor, Dosti Pinnacle, Plot E-7, Road No 22, Wagle Industrial Estate, Thane (West) 400 604 India | www.etchouch.net

OFFER LETTER

November 14, 2018
NSEIT/HR/OL/SD/3230

Pruthviraj Jadhav
1/292, Near Peter Nest
Mandli Street
Bhayandar (W)- 401101

Dear Pruthviraj,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Test Analyst". in our company.

1. Your traineeship will be for a period of Three years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of Rs.12,641/- per month
3. You are required to sign a commitment for serving the organization for a minimum period of 3 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

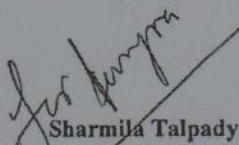
If you find the above terms and conditions acceptable, we expect you to join us on or before November 26, 2018.

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer.

A detailed appointment letter will be issued to you on joining.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Sharmila Talpady
Head - HR & Admin.

NSEIT Confidential
HR/OL/02012017/Ver. 2.3

Page 1 of 3

OFFER LETTER OFFICE COPY

November 14, 2018
NSEIT/HR/OL/SD/3230

Pruthviraj Jadhav
1/292, Near Peter Nest
Mandli Street
Bhayandar (W)- 401101

Dear Pruthviraj,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Test Analyst", in our company.

1. Your traineeship will be for a period of Three years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of Rs.12,641/- per month
3. You are required to sign a commitment for serving the organization for a minimum period of 3 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

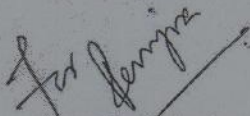
If you find the above terms and conditions acceptable, we expect you to join us on or before November 26, 2018.

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer.

A detailed appointment letter will be issued to you on joining.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Sharmila Talpady
Head - HR & Admin

I accept the terms and conditions of my Offer.

Signature & Date

NSEIT Confidential
HR/OL/02012017/Ver. 2.3

Page 1 of 3

Pruthviraj Jadhav

**Annexure I
COMPENSATION DETAILS**

Name	Pruthviraj Jadhav		
Designation	Trainee Associate Test Analyst	Grade	E11
w.e.f	November 26, 2018		
	Compensation Head	Monthly	Annual
PART I	Fixed Components		
A	Salary		
	Basic	6,600	79,200
	HRA	2,600	31,200
	Bonus	1,800	21,600
	Conveyance Allowance	1,600	19,200
	Executive Allowance	41	492
	Total A	12,641	1,51,692
B	Retirals / Other Benefits		
	Employer Contribution to Provident Fund	792	9,504
	Employer Contribution to ESIC	600	7,205
	Gratuity	550	6,600
	Total B	1,942	23,309
	Total of PART I (A+B)	14,583	1,75,001
	Cost to Company (PART I + PART II)		1,75,001

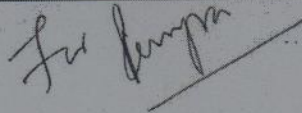
Please note:

1. All Allowances / Bonuses / Incentives / Rewards / Benefits will be paid / reimbursed as per the Company policy. Employees who are on the rolls of the organization on the day of disbursement will be eligible for the same.
2. All employees are requested to keep themselves updated with changes announced in policies and procedures on the HRMS.
3. Payment of Gratuity will be in accordance with the Gratuity Act, 1972.

In addition to the above:

The company provides the following benefits for their employees, the premium for which is directly paid by the company:

- a. Medclaim for employees and their eligible dependents (as defined by the company).
- b. Personal Accident Policy for the employees



_____ Initials

Pruthviraj Jadhav

Annexure II**LIST OF DOCUMENTS**

You are required to submit the following documents* on the day you join the Company:

1. Bonafide Certificate
 2. Academic Qualification :
Certificate(s) / Marksheet (s) awarded by University/Institutes for S.S.C., H.S.C., Graduation, Diploma level / Post graduation as applicable.
 3. Proof of Age (Any One) :
School Leaving Certificate, S.S.C. Certificate, Birth Certificate, Transfer Certificate
 4. Proof of Residence (Any One) :
Driving License, Passport, Ration Card, Ownership Agreement, Bank Statement, Electricity Bill, Telephone Bill, Passport, Leave and License Agreement
 5. Passport (in case you do not have a passport please submit application form)
 6. PAN Card
 7. Aadhaar Card (in case of not having Aadhaar Card, please submit Enrolment ID receipt)
 8. For Bank Account Opening :
Address Proof, PAN Card, 2 Photographs
 9. Photographs 3 passport size photos with white colour background)
1 stamp size photograph for ID Card.
- Please note that the copies of qualification/ mark sheets and experience certificates should be duly attested or else originals can be produced for verification purpose.
 - You are requested to note that the processing of the salary will be subject to the submission of the PAN details. In case you do not have a PAN number please initiate the application process for the same immediately and carry the acknowledgement as issued by the Income Tax authorities with you on the day of joining. A copy of this acknowledgement would need to be submitted for our records, in the interim period, till you receive the PAN card.

Initials

OFFER LETTER

November 14, 2018
NSEIT/HR/OL/SD/3230

Pruthviraj Jadhav
1/292, Near Peter Nest
Mandli Street
Bhayandar (W)- 401101

Dear Pruthviraj,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Test Analyst". in our company.

1. Your traineeship will be for a period of Three years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of Rs.12,641/- per month
3. You are required to sign a commitment for serving the organization for a minimum period of 3 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

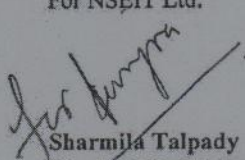
If you find the above terms and conditions acceptable, we expect you to join us on or before November 26, 2018.

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer.

A detailed appointment letter will be issued to you on joining.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Sharmila Talpady
Head - HR & Admin

NSEIT Confidential
HR/OL/02012017/Ver. 2.3

Page 1 of 3

OFFER LETTER OFFICE COPY

November 14, 2018
NSEIT/HR/OL/SD/3230

Pruthviraj Jadhav
1/292, Near Peter Nest
Mandli Street
Bhayandar (W)- 401101

Dear Pruthviraj,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Test Analyst", in our company.

1. Your traineeship will be for a period of Three years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of Rs.12,641/- per month
3. You are required to sign a commitment for serving the organization for a minimum period of 3 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

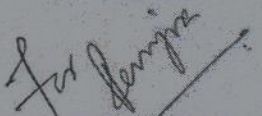
If you find the above terms and conditions acceptable, we expect you to join us on or before November 26, 2018.

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer.

A detailed appointment letter will be issued to you on joining.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Sharmila Talpady
Head - HR & Admin

I accept the terms and conditions of my Offer.

Signature & Date

NSEIT Confidential
HR/OL/02012017/Ver. 2.3

Page 1 of 3

Pruthviraj Jadhav

**Annexure I
COMPENSATION DETAILS**

Name	Pruthviraj Jadhav		
Designation	Trainee Associate Test Analyst	Grade	E11
w.e.f	November 26, 2018		
	Compensation Head	Monthly	Annual
PART I	Fixed Components		
A	Salary		
	Basic	6,600	79,200
	HRA	2,600	31,200
	Bonus	1,800	21,600
	Conveyance Allowance	1,600	19,200
	Executive Allowance	41	492
	Total A	12,641	1,51,692
B	Refirals / Other Benefits		
	Employer Contribution to Provident Fund	792	9,504
	Employer Contribution to ESIC	600	7,205
	Gratuity	550	6,600
	Total B	1,942	23,309
	Total of PART I (A+B)	14,583	1,75,001
	Cost to Company (PART I + PART II)		1,75,001

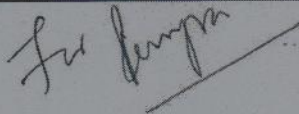
Please note:

1. All Allowances / Bonuses / Incentives / Rewards / Benefits will be paid / reimbursed as per the Company policy. Employees who are on the rolls of the organization on the day of disbursement will be eligible for the same.
2. All employees are requested to keep themselves updated with changes announced in policies and procedures on the HRMS.
3. Payment of Gratuity will be in accordance with the Gratuity Act, 1972.

In addition to the above:

The company provides the following benefits for their employees, the premium for which is directly paid by the company:

- a. Medclaim for employees and their eligible dependents (as defined by the company).
- b. Personal Accident Policy for the employees



Initials

Pruthviraj Jadhav

Annexure II

LIST OF DOCUMENTS

You are required to submit the following documents* on the day you join the Company:

1. Bonafide Certificate
 2. Academic Qualification :
Certificate(s) / Marksheet (s) awarded by University/Institutes for S.S.C., H.S.C., Graduation, Diploma level / Post graduation as applicable.
 3. Proof of Age (Any One) :
School Leaving Certificate, S.S.C. Certificate, Birth Certificate, Transfer Certificate
 4. Proof of Residence (Any One) :
Driving License, Passport, Ration Card, Ownership Agreement, Bank Statement, Electricity Bill, Telephone Bill, Passport, Leave and License Agreement
 5. Passport (in case you do not have a passport please submit application form)
 6. PAN Card
 7. Aadhaar Card (in case of not having Aadhaar Card, please submit Enrolment ID receipt)
 8. For Bank Account Opening :
Address Proof, PAN Card, 2 Photographs
 9. Photographs 3 passport size photos with white colour background)
1 stamp size photograph for ID Card.
- Please note that the copies of qualification/ mark sheets and experience certificates should be duly attested or else originals can be produced for verification purpose.
 - You are requested to note that the processing of the salary will be subject to the submission of the PAN details. In case you do not have a PAN number please initiate the application process for the same immediately and carry the acknowledgement as issued by the Income Tax authorities with you on the day of joining. A copy of this acknowledgement would need to be submitted for our records, in the interim period, till you receive the PAN card.

Initials

Date: 19th December, 2017

Name: Ms. ADITI SANKHE

Address

B-102, Bhagirathi Apt,
Opposite Dhgda Hospital,
Tembhode road, Palghar (West)
Palghar

Dear Candidate,

Congratulations!

We are pleased to confirm you have been selected to work for eCW for a post of "Technical Support". We are delighted to make you the offer.

We would like you to start work in the month of July 2018. We would confirm the date of commencement with you in the month of July 2018.

Terms

- 1. Place of Work** : Your current place of work will be Mumbai, however you may be deputed at the parent/associate company sites, client sites or partner sites outside of Mumbai (Overseas or other India metros).
- 2. Salary** : Your gross annual remuneration will be **Rs. 266,000/-** on CTC (Cost-to-the-Company) basis. The CTC break up will generally be as per Company policy and applicable tax provisions from time to time. The primary components of your CTC initially shall be as per Exhibit A attached.
- 3. Bond** : This is to confirm that this offer issues a bond for 1 year of employment. Date of expiration of bond is 1 year after the effective date.
- 4. Counterparts** : This Offer and its Acceptance may be executed in multiple counterparts, each of which shall have the force and effect of an original.
- 5. Clearances of examination** : Your academic results has to be submitted confirming your clearance in final assessments. Failure to do so would result in the nullification of this offer letter of joining.

We welcome you within our fold and trust that your association with ECW will be exciting and mutually rewarding.

You are requested to return the duplicate copy of this letter, duly signed by you in token of your acceptance of the above Offer.

Yours sincerely

For eClinicalWorks India Pvt Ltd

Human Resources

Date

19th December, 2017

AGREED AND ACCEPTED BY ME

Date:

eClinicalWorks India Pvt. Ltd.

CIN No. : U72200MH2006PTC165289

Regd. Office : Boomerang A-701 to 705 & Part B1 706, Chandivali Farm Road, Near Chandivali Studio, Andheri (E), Mumbai - 400072.
T: +91 22 67375000 F: +91 22 67375100

Date:

Name: Shreya Bangera

Address

Kandivali (East)

Dear Candidate,

Congratulations!

We are pleased to confirm you have been selected to work for eCW for a post of "Technical Support". We are delighted to make you the offer.

We would like you to start work in the month of Jun 2018. We would confirm the date of commencement with you in the month of Jun 2018.

Terms

- 1. Place of Work** : Your current place of work will be Mumbai, however you may be deputed at the parent/associate company sites, client sites or partner sites outside of Mumbai (Overseas or other India metros).
- 2. Salary** : Your gross annual remuneration will be **Rs. 266,000/-** on CTC (Cost-to-the-Company) basis. The CTC break up will generally be as per Company policy and applicable tax provisions from time to time. The primary components of your CTC initially shall be as per Exhibit A attached.
- 3. Bond** : This is to confirm that this offer issues a bond for 1 year of employment. Date of expiration of bond is 1 year after the effective date.
- 4. Counterparts** : This Offer and its Acceptance may be executed in multiple counterparts, each of which shall have the force and effect of an original.
- 5. Clearances of examination** : Your academic results has to be submitted confirming your clearance in final assessments. Failure to do so would result in the nullification of this offer letter of joining.

We welcome you within our fold and trust that your association with ECW will be exciting and mutually rewarding.

You are requested to return the duplicate copy of this letter, duly signed by you in token of your acceptance of the above Offer.

Yours sincerely

For eClinicalWorks India Pvt Ltd

Human Resources

Date

19/12/2017

Shreya Bangera
AGREED AND ACCEPTED BY ME

Date: 19-12-2017

eClinicalWorks India Pvt. Ltd.

CIN No. : U72200MH2006PTC165289

Regd. Office : Boomerang A-701 to 705 & Part B1 706, Chandivali Farm Road, Near Chandivali Studio, Andheri (E), Mumbai - 400072.
T: +91 22 67375000 F: +91 22 67375100

06th October 2017

Mr. Dhruvish Dixit
Mumbai
Email Id: dhruvishd@gmail.com
Phone: 7208839962

Dear Dhruvish,

I am pleased to offer you employment in the company in the role of **Software Engineer**. Your gross annual compensation will be Rs.470,000 per annum. Congratulations and welcome aboard:

The Breakup of your compensation is as follows:

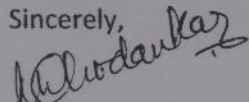
	Breakup	Breakup
Basic	11,454	1,37,448
HRA	6,872	82,464
Conveyance Allowance	1,600	19,200
Special Allowance	13,443	1,61,316
Co. PF Contribution	1,535	18,420
Medical Reimbursement	1,250	15,000
Total	36,154	4,33,848
Annual Discretionary Bonus		36,152
Gross Annual Compensation		470,000

You (and your dependants) shall also be covered under the Group Medical Insurance Policy of the company. The policy is up to an annual limit of Rs.450,000 subject to the term & conditions of the insurance provider.

You are expected to join at the earliest possible date, but in no case later than 1st July 2018. At the time of joining you will have to execute a two years employment bond. You are not entitled to resign until the expiry of the bond period. Please be noted that after your completion of bond tenure, whenever you plan to offer resignation, you will need to serve two months notice period or two months salary in lieu of notice period.

Please communicate to your acceptance of this employment offer by signing and returning the enclosed copy of this letter to us.

I welcome you to Zeus System Pvt. Ltd. and wish you a very rewarding career.

Sincerely,

Minal Chodankar
Director-Admin

Date: 14th December, 2017

Name: MS. SITARA BABURAJ

Address

Flat no. 10, Building 2A,
Sushil nagar,
Bopisar (East),
Palghar - 401404.

Dear Candidate,

Congratulations!

We are pleased to confirm you have been selected to work for eCW for a post of "Technical Support". We are delighted to make you the offer.

We would like you to start work in the month of July 2018. We would confirm the date of commencement with you in the month of July 2018.

Terms

- 1. Place of Work** : Your current place of work will be Mumbai, however you may be deputed at the parent/associate company sites, client sites or partner sites outside of Mumbai (Overseas or other India metros).
- 2. Salary** : Your gross annual remuneration will be **Rs. 266,000/-** on CTC (Cost-to-the-Company) basis. The CTC break up will generally be as per Company policy and applicable tax provisions from time to time. The primary components of your CTC initially shall be as per Exhibit A attached.
- 3. Bond** : This is to confirm that this offer issues a bond for 1 year of employment. Date of expiration of bond is 1 year after the effective date.
- 4. Counterparts** : This Offer and its Acceptance may be executed in multiple counterparts, each of which shall have the force and effect of an original.
- 5. Clearances of examination** : Your academic results has to be submitted confirming your clearance in final assessments. Failure to do so would result in the nullification of this offer letter of joining.

We welcome you within our fold and trust that your association with ECW will be exciting and mutually rewarding.

You are requested to return the duplicate copy of this letter, duly signed by you in token of your acceptance of the above Offer.

Yours sincerely
For eClinicalWorks India Pvt Ltd

Human Resources

Date

19th Dec. 2017

AGREED AND ACCEPTED BY ME

Date:

eClinicalWorks India Pvt. Ltd.

CIN No. : U72200MH2006PTC165289

Regd. Office : Boomerang A-701 to 705 & Part B1 706, Chandivali Farm Road, Near Chandivali Studio, Andheri (E), Mumbai - 400072.

T: +91 22 67375000 F: +91 22 67375100



Aditi Raut <aditir@sjcem.edu.in>

Fwd: Syntel Communication | Joining Email (Joining kit attached)

shubham mittal <shubham.mittal987@gmail.com>

25 March 2021 at 16:21

To: aditir@sjcem.edu.in

Hi aditi,
PFB details of my joining mail.

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

From: **Fernandes, Prannoy** <Prannoy_Fernandes@syntelinc.com>

Date: Thu, 27 Sep, 2018, 5:59 pm

Subject: Syntel Communication | Joining Email (Joining kit attached)

To: shubham.mittal987@gmail.com <shubham.mittal987@gmail.com>

cid:image002.jpg@01D395B9.8EAD8060

Dear Shubham Rajesh Mittal,

Congratulations! We are pleased to confirm your joining at Syntel as per the details mentioned in this email.

As we welcome you to be a part of Syntel, we request you to kindly go through the details and basic guidelines on the joining formalities to ensure that you have a smooth on-boarding experience with Syntel.

Date of Joining: 1st October 2018, Monday**Reporting Time:** 9:00 AM**Dress Code:** Business formals / Business casuals**Joining Location:** Pune**Work Location Address:**

SYNTEL PVT LTD
Plot No: B1 & B2,
MIDC – Software Technology Park,
Talawade, Pune – 412114

Direction Map: <https://goo.gl/maps/faAh5eSWF9x>

Important Instructions

Please read the instructions mentioned in the attached joining kit carefully.

- You will be covered under the "Syntel Induction Program" on your date of joining. Please ensure that you arrive on time at the induction venue
- As per policy, outstation candidates can avail the guest house accommodation facility if required, for a period of **seven calendar days** only; details of place of accommodation will be sent soon
- All outstation candidates are advised to be at their joining location a day in advance to avoid any delays, and hence your guest house bookings are accordingly made
- You need to submit your PAN card on the date of joining. This is an important document for processing your pay. In case you do not hold a PAN card, you are required to mandatorily apply for the same before joining and submit the "Acknowledgement Copy" on your date of joining
- It is mandatory to carry all the documents mentioned in the attachment on your date of joining, for completing your joining formalities
- The allocated joining location is definite and the date of joining is non-extendable
- Read about Syntel on www.syntelinc.com

Looking forward to your on-boarding and wishing you a wonderful career with Syntel.

NOTE: For any queries please reach out to campushelpdesk@syntelinc.com

Warm Regards,

Rohan Kulkarni

Campus Recruitment Team

© 2018 Syntel Inc.

This Internet message may contain information that is privileged, confidential and exempt from disclosure. It is intended for use only by the person to whom it is addressed. If you have received this in error, please (1) do not forward, print or use this information in any way, and (2) contact the sender immediately. Neither this information block, the typed name of the sender, nor anything else in this message is intended to constitute an electronic signature unless a specific statement to the contrary is included in this message. Any personal data contained in this internet message may be subject to additional confidentiality and regulatory requirements.


4 attachments




image001.jpg
14K



image001.jpg
14K

 **Generation of UAN for First time.pdf**
1015K

 **Joining Kit 2018.pdf**
521K

37

OFFER LETTER

Date: 06th Jun 2018

Mr./Ms. Kamlesh Pai,

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavour to change the face of education.

We are pleased to offer you the position of "Trainee - Sales" on following terms and conditions:

Offer Details:

Designation: Trainee - Sales
Department: Business Development - Sales
Role Location: Mumbai
Employment Type: Trainee
CTC per Annum:
• Fixed Compensation: INR 700000/-
• Variable Compensation: INR 300000/-

Reporting Details:

Reporting Location: BYJU'S (Think & Learn Pvt Ltd), 6th Floor, Tower D, IBC Knowledge Park, Dairy circle, Bannerghatta Main Road, Bangalore- 560029.
Reporting Time: 08.30 AM
Date of Joining: 25th Jun 2018

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

- Provident Fund
- Income tax deducted at source at the rates applicable
- Employment/Professional taxes
- Dues to company including loans and advances
- Or any other applicable statutory deductions

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

- You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
- You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
- You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

Please accept this offer by clicking button in your portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same.

You are requested to join the services of the Company not later than **25th Jun 2018**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

For and Behalf of,
Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature

Annexure A

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The trainee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

Code of Conduct: Think & Learn Pvt. Ltd., endeavours to follow the best possible standards in its governance and has high levels of transparency and integrity. As a trainee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our trainee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

Business Conduct: Our basic premise in conduct of business: trainee should do nothing that might discredit or embarrass the Company, its clients, or themselves as trainee of the Company. All Think & Learn Pvt. Ltd., trainees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

Annexure B

- a) 12th Mark sheet
- b) 10th Mark sheet
- c) Graduation/Post Graduation Mark sheet–All semester mark sheet
- d) Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
- e) Resume
- f) BYJU'S Offer Letter
- g) Pan Card
- h) Aadhaar Card
- i) Voter ID/Passport/Driving License
- j) Cancelled Cheque/Bank Statement/Bank Passbook
- k) Passport Size Photograph
- l) All current & previous companies relieving/experience letter(Only for experienced candidate)
- m) Current/Last company's last three months' payslip(Only for experienced candidate)

Training Details

Training period will be of 15 to 25 days, from your date of joining, in Bangalore. Post that you will be relocated to your '**Role Location**' (as mentioned above).

Signature:

OFFER LETTER

Date: 06th Jun 2018

37
Mr./Ms. Kamlesh Pai,

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavour to change the face of education.

We are pleased to offer you the position of "**Trainee - Sales**" on following terms and conditions:

Offer Details:

Designation: Trainee - Sales
Department: Business Development - Sales
Role Location: Mumbai
Employment Type: Trainee
CTC per Annum:
• Fixed Compensation: INR 700000/-
• Variable Compensation: INR 300000/-

Reporting Details:

Reporting Location: BYJU'S (Think & Learn Pvt Ltd), 6th Floor, Tower D, IBC Knowledge Park, Dairy circle, Bannerghatta Main Road, Bangalore- 560029.
Reporting Time: 08.30 AM
Date of Joining: 25th Jun 2018

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
- e) Or any other applicable statutory deductions

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

- a) You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
- b) You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
- c) You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

Please accept this offer by clicking button in your portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same.

You are requested to join the services of the Company not later than **25th Jun 2018**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

For and Behalf of,
Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature

Annexure A

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The trainee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

Code of Conduct: Think & Learn Pvt. Ltd., endeavours to follow the best possible standards in its governance and has high levels of transparency and integrity. As a trainee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our trainee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

Business Conduct: Our basic premise in conduct of business: trainee should do nothing that might discredit or embarrass the Company, its clients, or themselves as trainee of the Company.

All Think & Learn Pvt. Ltd., trainees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

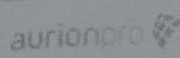
Annexure B

- a) 12th Mark sheet
- b) 10th Mark sheet
- c) Graduation/Post Graduation Mark sheet–All semester mark sheet
- d) Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
- e) Resume
- f) BYJU'S Offer Letter
- g) Pan Card
- h) Aadhaar Card
- i) Voter ID/Passport/Driving License
- j) Cancelled Cheque/Bank Statement/Bank Passbook
- k) Passport Size Photograph
- l) All current & previous companies relieving/experience letter(Only for experienced candidate)
- m) Current/Last company's last three months' payslip(Only for experienced candidate)

Training Details

Training period will be of 15 to 25 days, from your date of joining, in Bangalore. Post that you will be relocated to your '**Role Location**' (as mentioned above).

Signature:



2018

CONFIDENTIAL

January 01, 2019

To:

Mr. Pratik Satish Chaurasia
Gharsi Chawl, Holi Bazar,
Maulana Azad Road,
Opp. Catholic Bank, Vasai Gaon
Vasai West,
Palghar - 401201.

Emp. Code: 3944

Subject: Letter of Appointment as Software Engineer

Dear Pratik,

Welcome to Aurionpro Solutions Limited!

We are pleased to appoint you as **Software Engineer in Band 3** on probation with effect from **January 01, 2019**. Your current place of posting will be in **Navi Mumbai**.

The following are the terms and conditions of the appointment -

1. Compensation & Benefits

- i. As compensation the company shall pay you a fixed compensation of **Rs. 280,000/-** per annum. The detailed breakdown is attached as Annexure.
- ii. You are entitled to statutory retirement benefits of Provident Fund and Gratuity, as per the current regulations.
- iii. You shall be eligible for leaves, reimbursements, and allowances etc. as per company policies.
- iv. The company shall be entitled to make deductions from your salary for Income tax or any other tax levied by the government to be deducted at source, recovery of advances or for adjustment of over payment, deduction in salary due to unauthorized absence from duty or any other legitimate deduction.
- v. Compensation will be reviewed at the sole discretion of the company and shall be based on satisfactory performance of the employee.

2. Probation

You are hereby confirmed from the date of joining

Aurionpro Solutions Limited	Synapse IT Park, Plot No. R-270, T.T.C. Industrial Estate, Tandon Nagar, Near Railway, Vasai (West), Palghar, Navi Mumbai - 401201, India	phone: +91 22 4040 2070 fax: +91 22 4040 1000	info@aurionpro.com www.aurionpro.com CIN: L26200MH2007PLC022097
------------------------------------	--	--	---

Subodh Patel
Mumbai

Dear Subodh,

We are delighted to welcome you to Just Dial and wish you a great career with us.

Reference to our recent discussions, we are pleased to appoint you as **Executive - Data Content**, in **G12** on the following terms and conditions:

Your Employee Code is **10067318**.

Date of Joining and Place of Work

Your date of joining the employment with Just Dial is **06-08-2018** and your place of posting is **Mumbai**. The Company reserves its right to transfer you to any other location within India or abroad and to any of its subsidiaries or associate companies. You shall abide by the rules and regulations pertaining to the entity where you are posted.

Compensation

Your consolidated compensation per annum on Cost to Company basis is **Rs. 180000 (One lakh eighty thousand only)**.

The details are given in the Annexure.

In addition to this, you will be eligible for a performance linked Variable Pay / Performance Bonus up to a maximum of Rs. 12000 per annum, payable on Monthly.

Probation

You shall be on probation for a period of six months from the date of your joining. On satisfactory completion of the probationary period, your services will be confirmed in writing. You will be deemed to be in probation until issuance of confirmation letter.

Termination of Employment

Your services may be terminated any time during the probationary period by giving 15 days notice in writing by either side and without assigning any reasons thereof.

Your services may be terminated after confirmation by giving 30 days notice in writing by either side. In case you leave our employment without giving the required notice, you will pay or we shall have the right to deduct as liquidated damages, notice pay equivalent to the unserved notice period from your full and final dues (if any)

Company has rights to reserve any dues payable in case of absconding from work or unauthorized absence without prior notice.

Jurisdiction

It is agreed that all disputes between you and the Company shall have jurisdiction of the courts in **Mumbai**. All other terms and conditions shall be as per the general or specific rules of the Company in force from time to time.

Period of Employment

The age of retirement shall be 58 years and on superannuation you shall be entitled to such benefits as are available under the law and/or the rules framed by the Company.

General

Please note that individual salary is a confidential matter and not to be discussed with any other employee.

You will keep us informed of any change in your mobile phone number or your residential address or your marital status.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms and conditions contained therein.

Yours sincerely,

For Just Dial Ltd.



Ami Khan

Head - Human Resources, Mumbai

Annexure:-

Just Dial Ltd. - Compensation Package

Annexure - Just Dial Ltd Compensation Structure		
Employee Name	Subodh Patel	
Department	DB - Content	
Grade	G12	
Designation	Executive - Data Content	
Effective Date	06-08-2018	
CTC	180000/- per annum	
Pay structure	Monthly	Annual
Fixed Components		
Basic	4500	54000
House Rent Allowance (HRA)	2700	32400
Departmental Allowance	1875	22500
Desk Allowance	1875	22500
Personal Allowance	1660	19920
Salary (C1)	12610	151320
Statutory Components		
Employer PF Contribution	540	6480
Employer ESIC Contribution	600	7200
Benifits(c2)	1140	13680
Reimbursements		
Sodexo		0
Conveyance Reimbursement		0
Fuel Reimbursement		0
Reimbursements(c3)	0	0
Statutory Bonus	1250	15000
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	15000	180000
Deductions		
Employee PF Contribution	540	6480
Employee ESIC Contribution	221	2652
Total Deductions (b)	761	9132
Net Take Home {a - b - C2}	13099	157188
**Performance Bonus	1000	12000
Total CTC (CTC + Performance bonus)	16000	192000

* **Net Take Home** is subject to tax & other applicable deductions basis individual's salary structure.

** Performance Bonus / Variable Pay are not guaranteed part of your compensation and the amount payable would vary based on Individual and Company performance.

*** Total Cost to the company is calculated on CTC + ** Performance Bonus at 100% payout.

Hours of Work

You shall abide by the policy on working days and working hours as applicable to you and this can be reviewed from time to time based on business exigencies. You shall have no objection to working on shifts or staggered shift duty hours, if required.

Good Faith and Confidentiality

During your employment with the Company, you will devote the whole of your energies to your work and you will not - directly or indirectly - carry-on or engage or be interested in any other business or trade or employment or project or assignment of any nature, regardless of whether it has a monetary benefit or not.

You shall not induce, recruit or solicit, either directly or indirectly, any employee or client or customer of the Company for a period of 12 months from the date of your separation from the Company.

You shall keep all confidential information that comes to your knowledge during your employment with us and shall not use or disclose or attempt to disclose any of the secrets or confidential information of the Company or its subsidiaries or associated companies to any person - internal or external - or to any agency or entity, except as authorized or required by your duties.

You will be also responsible for the safekeeping and return in good condition and order, of all Company assets-hardware and software - including Books, Documents, Files, Digital products like CD's and DVD's, Credit and Debit Cards, Passwords or Authorization Codes, etc., which will be in your use, custody or charge during your employment with us.

Inventions and Patents

All inventions, creations, developments, improvements and any or all work done by you either your employment with the Company shall remain the property of and singly or jointly during vested in the Company.

The Company reserves the right to obtain copy right or patent registration of any invention, creation, development or improvement of any work done by you either singly or jointly during your employment with us.

You will execute all papers and documents that may be necessary to obtain patents or copyrights in favour of the Company.

14-09-2018

Akshay Nair
Mumbai

Dear Akshay,

We are delighted to welcome you to Just Dial and wish you a great career with us.

Reference to our recent discussions, we are pleased to appoint you as **Software Developer**, in G12 on the following terms and conditions:

Your Employee Code is **10068383**.

Date of Joining and Place of Work

Your date of joining the employment with Just Dial is **10-09-2018** and your place of posting is **Mumbai**. The Company reserves its right to transfer you to any other location within India or abroad and to any of its subsidiaries or associate companies. You shall abide by the rules and regulations pertaining to the entity where you are posted.

Compensation

Your consolidated compensation per annum on Cost to Company basis is **Rs. 240000 (Two lakh forty thousand only)**.

The details are given in the Annexure.

Probation

You shall be on probation for a period of six months from the date of your joining. On satisfactory completion of the probationary period, your services will be confirmed in writing. You will remain on probation until issuance of confirmation letter.

Hours of Work

You shall abide by the policy on working days and working hours as applicable to you and this can be reviewed from time to time based on business exigencies. You shall have no objection to working on shifts or staggered shift duty hours, if required.

Good Faith and Confidentiality

During your employment with the Company, you will devote the whole of your energies to your work and you will not - directly or indirectly - carry-on or engage or be interested in any other business or trade or employment or project or assignment of any nature, regardless of whether it has a monetary benefit or not.

You shall not induce, recruit or solicit, either directly or indirectly, any employee or client or customer of the Company for a period of 12 months from the date of your separation from the Company.

You shall keep all confidential information that comes to your knowledge during your employment with us and shall not use or disclose or attempt to disclose any of the secrets or confidential information of the Company or its subsidiaries or associated companies to any person - internal or external - or to any agency or entity, except as authorized or required by your duties.

You will be also responsible for the safekeeping and return in good condition and order, of all Company assets-hardware and software - including Books, Documents, Files, Digital products like CD's and DVD's, Credit and Debit Cards, Passwords or Authorization Codes, etc., which will be in your use, custody or charge during your employment with us.

Inventions and Patents

All inventions, creations, developments, improvements and any or all work done by you either your employment with the Company shall remain the property of and singly or jointly during vested in the Company.

The Company reserves the right to obtain copy right or patent registration of any invention, creation, development or improvement of any work done by you either singly or jointly during your employment with us.

You will execute all papers and documents that may be necessary to obtain patents or copyrights in favour of the Company.

Termination of Employment

Your services may be terminated any time during the probationary period by giving 15 days notice in writing by either side and without assigning any reasons thereof.

Your services may be terminated after confirmation by giving 30 days notice in writing by either side in accordance with Notice Period Policy.

If you leave the employment of the company without giving the required notice as per Notice Period Policy, then you will have to pay the payment in lieu of notice period, otherwise, we shall have the right to recover/deduct/adjust the same from your salary/legal dues, if any, against the unserved notice period as per Notice Period Policy and any other dues payable by you to the company.

In case of absconding or unauthorized absence from work or non-submission of resignation as per Exit Policy, the Company reserves the right to hold all your legal dues till all the formalities will be completed and also recover/deduct/adjust the same from your legal dues, if any other dues payable by you to the company.

Jurisdiction

It is agreed that all disputes between you and the Company shall have jurisdiction of the courts in **Mumbai**. All other terms and conditions shall be as per the general or specific rules of the Company in force from time to time.

Period of Employment

The age of retirement shall be 58 years and on superannuation you shall be entitled to such benefits as are available under the law and/or the rules framed by the Company.

General

Please note that individual salary is a confidential matter and not to be discussed with any other employee.

You will keep us informed of any change in your mobile phone number or your residential address or your marital status.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms and conditions contained therein.

Yours sincerely,
For Just Dial Ltd.



Ami Khan

Head - Human Resources, Mumbai

14-09-2018

Akshay Nair
Mumbai

Dear Akshay,

We are delighted to welcome you to Just Dial and wish you a great career with us.

Reference to our recent discussions, we are pleased to appoint you as **Software Developer**, in G12 on the following terms and conditions:

Your Employee Code is **10068383**.

Date of Joining and Place of Work

Your date of joining the employment with Just Dial is **10-09-2018** and your place of posting is **Mumbai**. The Company reserves its right to transfer you to any other location within India or abroad and to any of its subsidiaries or associate companies. You shall abide by the rules and regulations pertaining to the entity where you are posted.

Compensation

Your consolidated compensation per annum on Cost to Company basis is **Rs. 240000 (Two lakh forty thousand only)**.

The details are given in the Annexure.

Probation

You shall be on probation for a period of six months from the date of your joining. On satisfactory completion of the probationary period, your services will be confirmed in writing. You will be deemed to be in probation until issuance of confirmation letter.

Hours of Work

You shall abide by the policy on working days and working hours as applicable to you and this can be reviewed from time to time based on business exigencies. You shall have no objection to working on shifts or staggered shift duty hours, if required.

Good Faith and Confidentiality

During your employment with the Company, you will devote the whole of your energies to your work and you will not - directly or indirectly - carry-on or engage or be interested in any other business or trade or employment or project or assignment of any nature, regardless of whether it has a monetary benefit or not.

You shall not induce, recruit or solicit, either directly or indirectly, any employee or client or customer of the Company for a period of 12 months from the date of your separation from the Company.

You shall keep all confidential information that comes to your knowledge during your employment with us and shall not use or disclose or attempt to disclose any of the secrets or confidential information of the Company or its subsidiaries or associated companies to any person - internal or external - or to any agency or entity, except as authorized or required by your duties.

You will be also responsible for the safekeeping and return in good condition and order, of all Company assets-hardware and software - including Books, Documents, Files, Digital products like CD's and DVD's, Credit and Debit Cards, Passwords or Authorization Codes, etc., which will be in your use, custody or charge during your employment with us.

Inventions and Patents

All inventions, creations, developments, improvements and any or all work done by you either your employment with the Company shall remain the property of and singly or jointly during vested in the Company.

The Company reserves the right to obtain copy right or patent registration of any invention, creation, development or improvement of any work done by you either singly or jointly during your employment with us.

You will execute all papers and documents that may be necessary to obtain patents or copyrights in favour of the Company.

Termination of Employment

Your services may be terminated any time during the probationary period by giving 15 days notice in writing by either side and without assigning any reasons thereof.

Your services may be terminated after confirmation by giving 30 days notice in writing by either side in accordance with Notice Period Policy.

If you leave the employment of the company without giving the required notice as per Notice Period Policy, then you will have to pay the payment in lieu of notice period, otherwise, we shall have the right to recover/deduct/adjust the same from your salary/legal dues, if any, against the unserved notice period as per Notice Period Policy and any other dues payable by you to the company.

In case of absconding or unauthorized absence from work or non-submission of resignation as per Exit Policy, the Company reserves the right to hold all your legal dues till all the formalities will be completed and also recover/deduct/adjust the same from your legal dues, if any other dues payable by you to the company.

Jurisdiction

It is agreed that all disputes between you and the Company shall have jurisdiction of the courts in **Mumbai**. All other terms and conditions shall be as per the general or specific rules of the Company in force from time to time.

Period of Employment

The age of retirement shall be 58 years and on superannuation you shall be entitled to such benefits as are available under the law and/or the rules framed by the Company.

General

Please note that individual salary is a confidential matter and not to be discussed with any other employee.

You will keep us informed of any change in your mobile phone number or your residential address or your marital status.

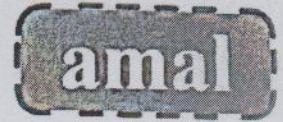
Please sign and return the duplicate copy of this letter in token of your acceptance of the terms and conditions contained therein.

Yours sincerely,
For Just Dial Ltd.



Ami Khan

Head - Human Resources, Mumbai



15th Feb, 2019

To
Mr. Durvesh Sonar
BARC Colony, Tarapur Type C
79/03, Boisar West, Tal. Palghar- 401504
Contact : 9503615686/ durveshsonar710@gmail.com

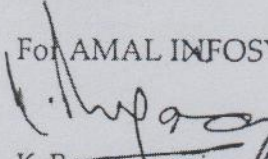
Dear Durvesh,

With reference to the discussions we had with you, we are pleased to offer you the position of "Jr. Associate (Quality & Testing)" and welcome you in to our company.

You would be working at Client - LearningMate Solutions Private Limited, 74 Techno Park, Levels 7-10, 74/II, 'C' Cross Road, Opp. gate no.2, MIDC Marol, 400093., Seepz, Andheri East, Mumbai, Maharashtra.

Your terms and conditions would be as per the annexed sheet.

For AMAL INFOSYSTEMS PRIVATE LIMITED


K. Rengaswami
Director
DIN No. 01238368



ANNEXURES

- 1) Terms of Appointment
- 2) Monetary Terms

AMAL INFOSYSTEMS PRIVATE LIMITED

CIN: U72200MH2004PTC143799

#105, Bldg.6, Sector - III, Millennium Business Park, Mahape, Navi Mumbai. Maharashtra. India - 400 710
Contact : +91-22-49856800-45(45 Lines) / [www:amalinfosystems.com](http://www.amalinfosystems.com) / ceo@amalinfosystems.com



Date: 15th January, 2018

To,
Mr. Pranav Peediyakkal,
pranavpremkumar123@hotmail.com
Mobile No: 9029042297

Subject: Letter of Offer

Dear Mr. Pranav Peediyakkal,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the post of "**Programmer**" in our organization.

We expect you to join on 02nd July, 2018 Monday, at Mumbai location.

A detailed letter of appointment will be issued on joining after submission of the following:

- Copies of your testimonials pertaining to proof of Age, Qualification, etc.
- Recent passport size photographs (5 nos.).
- Photo identity proof and address proof.
- And any other information, which you feel, should be furnished to your employer.

Please return the duplicate copy of this letter duly signed as token of your acceptance.

We are pleased to offer you salary of Rs. 17000/- gross p.m. After 6 months on confirmation, bonus part would be added in your CTC. And after 1 year we may do increment to bring you in yearly increment cycle.

The above offer is valid only till 02nd July, 2018.

The detailed salary structure will be mentioned in the Appointment letter, which will be given to you on your joining day itself.

Depending on your performance, you may get confirmation letter after 6 months from your date of joining

We look forward to a mutually beneficial association.

Yours sincerely,
For **Acty System India Pvt. Ltd.**

Tarun Shah
(Authorised Signatory)
(Vice President – Corporate Head)

(Candidate's Signature)

General Instructions: Rules & Regulations

1. In general, working time shall be from 09.00 AM to 6:00 PM, but sign-out time may vary depending on Project Work.
2. Employee must be at the place of work by the fixed / notified time, a trainee who reaches the office after the starting time but within 15 minutes of the fixed / notified starting time may be allowed to perform his / her duties. If in case he/she is not able to do so he must inform this to his/her reporting authority with valid reason.
3. Your training period will be for 6 months during which you will be eligible for the holidays specified in the company calendar. Otherwise, the work will go on in 5 days a week pattern.
4. Stipend/Salary will be paid by the 6th of every month.
5. **The Employee has to pay security deposit of Rs.60,000/- in the form of DD (Demand draft) in the name of Acty System India Pvt. Ltd** at the time of joining the company for the period of 2 years and the same will be refunded by the Company to the employee after completion of 2 years of service with the company. This security deposit amount of Rs.60,000/- will not be returned back by the company in case the employee discontinue his/her service before the completion of 2 years from the date of joining. In case of Poor performance, company may relieve employee and company may return security deposit as per case. Management will take final decision as per employee's performance.
6. Everybody will swipe their Login time and Logout time through their proximity card whenever they will go out of office during working hours.
7. Every one shall take a 1hour lunch break between 12.00 pm to 1.00 pm in the designated area away from their workstations and the tea - break will be between 4.00 pm to 4.10 pm.
8. All employees will keep their cell/mobile phones on vibration mode and will not talk more than 10 minutes during working hours except in case of any emergency. For making calls using the mobile or for attending incoming calls one must use the Open Area for the same. Make sure that the other employees are not disturbed by you while

ACTY SYSTEM

doing so. If found guilty of doing so disciplinary action shall be taken against the concerned employee.

9. All the employees are required to report to his/her Team Leader about their work status, who in turn will report to their project manager.
10. After completion of the day's work, you are required to update your Team Leader of the same and its Leaders responsibility that same should be updated with Project Manager immediately.
11. Further, an employee coming late to work or found absent from his station / place of work during working hours, without sufficient reasons or without authorization from his / her Supervisors, the competent authority may, at its discretion, also take suitable disciplinary action against the trainee concerned. In such case, the decision of the competent authority would be binding to the candidate without any question and the candidate would have to report to HR Manager or Director for such dispute.
12. Nobody will leave the Office premises without approval taken from their Project Manager even if his/her office hour ends.
13. If any of the employees are going out of office during regular hours for more than 10 minutes (for lunch, personal work, tea, etc...) then they have to take an approval for the same from their superiors.
14. Using Company equipment for purposes other than business (i.e. playing games on computers or more personal Internet usage like surfing and chatting) may result in disciplinary action. (Like warning letter, penalty in terms of finance or more)
15. All the communications must be made through their official mails while in office premises.

Disciplinary Actions which may be taken:

- Verbal warning
- Written warning
- Deduction from their Paid leaves
- Suspension and
- Termination also if required.

Your signature on this document will serve to signify your acceptance of the terms and conditions contained herein.



ACTY SYSTEM

Signature & Date: _____



October 23rd, 2018

Sachin Kumar Mogaveera
Near Central Park D-115, Shyam Ashish CHS
Samrat Complex, Agashi Road, Virar, Thane
Maharashtra 401303

Sub: Letter of Offer

We are pleased to offer you as 'Associate Software Engineer' at **Grade 08** for a period of one year starting from **November 12th, 2018**, on the following terms and conditions:

1. Your Appointment in the organization will be confirmed based on completion of the training period and your satisfactory performance during the training period of 1 year.
2. You will be paid a monthly stipend of **Rs.20,000/-**. Tax rules as per the existing tax laws shall be applicable. You will have no further monetary claims from the Company other than the remuneration mentioned herein.
3. If the performance during this period is not satisfactory, the Company will have the right to either terminate your services during or at the end of this 1 year or extend the training period for an additional period as deemed fit by the Company. You will be deemed to be on probation till such a time you are not issued a letter of confirmation of your employment.
4. If you are required to travel on official work during your training, you will be entitled to claim reimbursement as per the Company travel policy.
5. You will observe working days/hours strictly as followed by the Company. You will take special permission for working outside office hours.
6. The notice for separation from either side will be 90 days in written. If you leave the organisation within a period of 1 year from the date of your joining, you will fully reimburse the company, notice pay and relocation expenses, if any. In the event your services are terminated during this period or the extended training

Confidential

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

Manager Family

You will be covered by the Group Medclaim Policy and will be entitled to reimbursement of hospitalization expenses for self and family as detailed in the table hereunder. The Mandatory debits as below will apply:

Family Definition	Benefits	Mandatory Debit (p.a.)
Self, Spouse and 3 dependent Children (up to 25 years) and dependent parents	Floater Medclaim Policy of INR 5 Lacs	INR 20,060/- per annum per family of max. 7 persons.

Hospital Room Category - Maximum room eligibility of up to Non-Deluxe Single Room
The Insurance premium and coverage amount is subject to revision as per company policy.

iii) Group Term Life Insurance

You will be insured by Group Term Life Insurance. The Sum insured is INR 10 Lacs and the corresponding debit towards premium is INR 450 p.a.

The Insurance premium and coverage amount is subject to revision as per company policy.

BENEFIT CLAUSE

Total sum assured is payable to the employee's nominee upon death of the employee. However, nothing is payable on survival.

II. Retirals

a) Provident Fund

Employer contribution to the Provident Fund @ 12% of Basic salary.

The Company deducts 12% of the employee's Basic salary and makes an equal contribution, as per PF rules applicable currently. Both of these are remitted on a monthly basis to the company's PF Trust / RPFC. A part of the company's PF contribution is deposited to the Employees PF Pension Fund / RPFC, to provide employees with pension on retirement or after completing a specified period of service.

The employee is allowed to take loans for specific purpose (i.e. marriage of self & housing) against ones Provident Fund accumulations, as per the provisions of the Provident Fund Act.

Suraj Parab

RJIL/57485893/11838318/040319/1717

In case of separation prior to retirement, the employee will get his Provident Fund and Pension Fund accumulations transferred to his next employers. If employee is not taking up further employment, he may claim the PF accumulation after a waiting period of 60 days. In case the employee takes up further employment overseas, the waiting period of 60 days may be waived.

b) Gratuity/ Ex-gratia

Employer contribution to the Company's Gratuity Fund @ 4.81% of Basic salary.

All Employees who have completed 5 years of continuous service with the Company are eligible to get gratuity on separation from the company. However, eligibility for contribution to the Gratuity Trust / Fund commences from day 1 of employment and in the event of separation before 5 years, the same will be paid as ex-gratia, except in case of separation arising out of disciplinary grounds.

Gratuity is calculated as under:

Last Drawn Basic Salary / 26 days x 15 days x number of completed years of service.

In the case of death, the minimum service requirement does not apply.

For the purpose of calculating Gratuity, periods of service of 6 months or more will be considered as equivalent to one year and less than 6 months will not be counted. Income Tax on Gratuity will be applicable as per Income Tax Rules.

In the event of an employee does not complete 5 years of continuous service, ex-gratia will be paid to the tune of gratuity accumulated and will be subject to prevailing Income Tax Rules.

III. Performance Linked Incentive (PLI):

PLI is computed on the basis of a combination of individual performance, business / functional performance of the area the employee is assigned to and (or) working for, and company performance.

PLI will be payable provided the employee is on the rolls of the Company & not serving notice period, when the amount is disbursed, notwithstanding any delay on the announcement of such disbursement.

PLI will be subject to tax.

Note: All tax exemptions, where applicable, will be as per the prevailing tax rules and laws.



Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

Annexure - II

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

- a. **Medical Fitness:** Your being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.
- b. **Verification of Particulars:** In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary/ affiliate of our client/ associate. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

3. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that;

- a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder;
- b. You are under no physical or mental disability that would hinder the performance of your duties contained herein;
- c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions;
- d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith
- e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants;
- f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

Date: 4 Mar 2019

Page 14 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

Annexure - II

- g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and
- h. The terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and the terms, covenants, and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

4. **DUTIES AND RESPONSIBILITIES:**

- a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company and its Clients.

You are required to engage yourself exclusively in the work assigned by the company and its client and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest 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.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

- b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by the Client or any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

- c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.
- d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company or its clients. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

Date: 4 Mar 2019

Page 15 of 21

Suraj Parab

RJIL/57485893/11838318/040319/1717

Annexure - II

e. Work hours: Your working hours at your place of posting shall be as per the rules and regulations of the Client, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. Non-disclosure: You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. Confidentiality: You shall keep confidential all the information and material provided to you by the Company or by its clients concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company and its clients. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its client or subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. Proprietary Rights: You will disclose to us forthwith any discovery, invention, process or improvement made or discovered by you while in our service, and such discovery, invention, process or improvement shall belong absolutely to and be the sole and absolute property of the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning,

Date: 4 Mar 2019

Page 16 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Flats, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

Annexure - II

transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

- i. Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.
- j. Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.
- k. Authorizations for activities:** You will not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company or those in authority over you.
- You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.
- l. Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or nonpublic communication with any customer, client or member of the investment community or media or in any communication.

Date: 4 Mar 2019

Page 17 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Flats, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

Suraj Parab

RJIL/57485893/11838318/040319/1717

Annexure - II

- m. Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.
- n. Model Release :** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.
- o. Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

5. TERMINATION OF EMPLOYMENT:

- a. Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.
- b. Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.
- c. Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

Date: 4 Mar 2019

Page 18 of 21



DIGITAL
LIFE

Suraj Parab

RJIL/57485893/11838318/040319/1717

Annexure - II

- d. Absenteeism:** If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:
- Return to work within 8 days from the commencement of such absence, and
 - Give an explanation to the satisfaction of the Management regarding such absence
- e. Medical Fitness:** The Management has the right to get you medically examined by any certified medical practitioner during the period of your service. In case you are found medically unfit to continue with the job, you may be terminated from employment.
- f. Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.
- g. Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency. You may be placed under suspension pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.
- h. Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.
- i. Non-competite:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or other wise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of Reliance or any of its Group Companies.
- j. Recovery of Payments:** The payments / reimbursements made by the company to you for relocation shall be recovered by the company, in full from you as per the prevailing rules and guidelines, in the event of separation (excluding death) within 1 year from the date of disbursement of the amount.

6. GENERAL:

- a. Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be

Date: 4 Mar 2019

Page 19 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwadi 5 Flsta, Ambawadi Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

Suraj Parab

RJIL/57485893/11838318/040319/1717

Annexure - II

borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

- b. Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company and our client publish from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.
- c. Media Interaction:** You will not interact with the media - electronic, print or otherwise in
- i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.
 - ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.
 - iii. You shall also not disclose non public information selectively to any particular group as it may lead to unfair advantage / discrimination.
 - iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.
 - v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.
- d. Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.
- e. Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

Date: 4 Mar 2019

Page 20 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com



DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

Annexure - II

- f. Age:** Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.
- g. Change of address:** You will intimate in writing to the Management any change of address within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.
- h. Passport:** You are required to have a valid passport at all times and ensure that the same is renewed from time to time.
- i. Suspension:** You may be placed under suspension pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.
- j. Travel:** You shall make your own transport arrangements to and fro from the place of work.
- k. Documentation:** Please submit the following documents, if not submitted earlier:
- Certificates in support of your educational professional qualifications, experience, date of birth and other testimonials in original together with copies thereof.
 - Three copies of your recent passport size photographs with blue background.
 - Relieving letter & salary certificate from your last employer in case you are/were employed.
 - Copy of Aadhar Card / Passport / Voter ID / License / any other document for photo identity and PAN card.
 - Copy of any Government Bill / Telephone Bill / Electricity Bill / Gas Bill / Bank Account Statement / Ration Card / Aadhar Card / Passport/ any other document as proof of your residence.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name: Suraj Parab

Signature

Date:

Date: 4 Mar 2019

Page 21 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Fls, Ambawadi, Ahmedabad-380006, Gujarat, India
Tel no: 079-35600100, www.jio.com



SYNTEL PRIVATE LIMITED
SEZ - Unit
(Syntel - Special Economic Zone)
Plot No. B-1/B2, Software Technology Park,
Dehu - Alandi Road, MIDC Talawade, Tal -
Haveli,
Pune - 412 114 India
Tel: 91 020 40701000
Fax: 91 020 40781100

Date: 27th September 2018

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Anjana Kolatt Anilkumar,
Syntellect ID: SBEC1815601

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with Syntel nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case



Bitwise Solutions Pvt. Ltd.
Bitwise World
Off International Convention Centre
Senapati Bapat Road
Pune 411016 India
CIN: U72200PN1997PTC015155

+91 20 40102000
bitwiseglobal.com

OFFER OF EMPLOYMENT

21st November, 2017

To,
Sarvanan Packianathan Nadar
301, Rajlaxmi Building No.4,
Rajlaxmi Inclave, Shahaji Raje Marg,
Vileparle East, Mumbai 400057

Position offered: Trainee Programmer

Hi Sarvanan,

Congratulations! We are glad to invite you to be a part of an elite corps; Bitwisers are recognized as one of the industry's most competent technology professionals. Our culture fosters the concept of "team" where Bitwisers collaborate passionately, innovatively and confidently to turn the whys into why not and the how into wow. Our clients choose us time and again, because our commitment goes beyond the immediate. This makes working at Bitwise not just any "job" but a true calling.

Welcome to Bitwise!

So what's in it for you?

- Experience a truly dynamic work environment and an opportunity for you to make a difference
- Broaden your horizon, skills and profile working with some of the best minds in the industry
- Take your ideas and passion to the next level with an opportunity to impact markets, technology and the future

Aloshi

1 Sarvanan Nadar



Bitwise Solutions Pvt. Ltd.
Bitwise World
Off International Convention Centre
Senapati Bapat Road
Pune 411016 India
CIN: U72200PN1997PTC015155
+91 20 40102000
bitwiseglobal.com

Compensation Details

Your annual CTC will be ₹ 3,00,000 /- (Rupees Three Lacs only) P.A. TDS will be deducted as applicable.
The breakup of your salary will be as follows:

	Annual in ₹	Monthly in ₹
Basic	1,38,000.00	11,500.00
HRA	55,200.00	4,600.00
Transport Allowance	27,600.00	2,300.00
Special Allowance	11,040.00	920.00
Medical Allowance	27,600.00	2,300.00
Gross	2,59,440.00	21,620.00
Bonus	24,000.00	0.00
Company contribution to PF	16,560.00	1,380.00
CTC	3,00,000.00	23,000.00

*Bonus will be paid proportionately during 2019 Diwali.

Your employment will be effective from 4th September 2018. However, this offer is contingent upon completion of a successful reference & background check.

We look forward to your confirmation of acceptance at the earliest. That's how eager we are for you to join us!

For BITWISE SOLUTIONS PVT. LTD.
Sincerely,

Arati P Joshi
Vice President

2 Sarvanan Nadar

An ISO 9001:2008 & ISO 27001:2013 Certified Company



Q-ment
100, 8th Floor, Keshavnagar, Bangalore
100, 8th Floor, Keshavnagar, Bangalore

CALL LETTER

Date: 26/11/2019

Dear Prashant K. / Co. HR

We are happy to inform you that you have been shortlisted in our ongoing test training in our recruitment center. Starts from 27/11/2019. On the day of joining you would explain complete program with schedule in detail.

Note:

- We do not charge for the complete training which takes around 3 months.
- We do not charge you for any of the interviews and placement activities conducted from our end.
- The training includes Core JAVA, Manual Testing.
- No other additional subjects/topics are included in the program.

Rules: Following are the rules for successful ability

- You should have 50% of theoretical and practical all round program.
- Should be ready to relocate to different cities for job interviews (Bangalore, Chennai, Hyderabad, Surat and Delhi).
- Complete the given assignments on time.
- Give everyday presentation.
- Bring this offer letter on the first day along with all semester marks cards, 10th & 12th PUC and any Government ID proof document.

*This letter is valid only on the date of commencement. If you come on any other date free training will not be valid. You may have to pay fee and attend the training.

For further address: 205, 8th Floor, Keshavnagar, Paramhans Marg, appaiahalli, Bangalore
Number: 8860 400089, Maharashtra.



Prashant K. Bagavathi
Quality Engineer
100/8th Floor, Keshavnagar

DIGITAL
LIFE

RJIL/ 57485893/ 11838318/ 040319/ 1717

Date: 4 Mar 2019

Suraj Parab

103/ B2, Unique Homes CHS, Unitech Cross Road,
Tirupati nagar phase-2 , palghar,
Virar, Maharashtra - 401303

Offer cum Appointment LetterDear **Suraj Parab**,

This is with reference to your application and subsequent test / interview you had with us, we are pleased to offer you employment in the **Manager Family** as **Assistant Manager** in the Job Role **Graduate Engineer Trainee** on the following terms and conditions:

01. PLACE OF POSTING:

Your initial posting will be at **Navi Mumbai**.

However, during employment with the Company , you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

You will join us as soon as possible but not later than **11 Mar 2019**.

02. COMPENSATION:

i. Fixed Pay: INR 4,13,680/- (INR FOUR LAKH THIRTEEN THOUSAND SIX HUNDRED EIGHTY only) per annum

This includes Basic Salary and other allowances, benefits, perquisites etc as per the compensation policy of the company.

ii. Retirals : INR 25,904/- (INR TWENTY FIVE THOUSAND NINE HUNDRED FOUR only) per annum

This includes Provident Fund and Gratuity/Ex-gratia (company's contribution @ 12% of Basic Salary, and 4.81% of Basic Salary, respectively).

Bonus: Payable as per Payment of Bonus Act

Date: 4 Mar 2019

Page 1 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com



DIGITAL
LIFE

Suraj Parab

RJIL/57485893/11838318/040319/1717

CTC is indicative cost to the company and will include the various components of pay that are being offered by the Company for being chosen by you, as per your requirements and subject to prevailing policy and rules. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company. **The available CTC components along with limits have been detailed in Annexure 1-B. For your reference, in Annexure 1-C,** we have covered each component of compensation in detail.

Please note that the components within each category of payments are discretionary and the Company has the right to change these components any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

03. PROVIDENT FUND SCHEME:

You will become a member of the Provident Fund Scheme, as per the rules in force from time to time. The Company's contribution (including contribution to Central Government Pension Scheme) under this scheme is 12% of your Basic Salary with a matching compulsory contribution from you. You will be required to submit necessary enrolment/transfer forms to the HR Department immediately upon joining.

Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

Please review, acknowledge and accept the offer cum appointment letter with annexures including **"Terms & Conditions of Employment"** at Annexure II. These employment terms will be effective from the date of your joining the company, and sets forth the terms and conditions under which Company would employ you and your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

This offer cum appointment letter shall automatically stand withdrawn, in case we do not receive your acknowledgement and acceptance within **ten days** from issue of this letter.

Your joining is subject to your timely accepting the offer cum appointment letter, verification of your pre-boarding documents as per Annexure II and you being declared medically fit by authorized Medical Officer.

We look forward to your joining our team for a long, successful and pleasant association.

Sincerely yours,

Reliance Jio Infocomm Ltd

AUTHORISED SIGNATORY

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____

DATE: _____

Date: 4 Mar 2019

Page 2 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwadi 5 Flats, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

ANNEXURE 1-A		
Name : Suraj Parab		
Compensation Break-up		
Components	Amount in INR	
	Monthly	Annually
A] Fixed Pay		
1. Basic Salary	12,841	1,54,096
2. Residual Choice Pay	8,332	99,982
3. Medical Reimbursement	1,250	15,000
4. Food Coupon	2,600	31,200
5. Gift Coupon	417	5,000
6. Leave Travel Allowance	2,140	25,683
Vehicle		
7. Company Vehicle Scheme	Refer Annex 1B & 1C	
8. Vehicle Insurance	Refer Annex 1B & 1C	
9. Fuel & Maintenance	Refer Annex 1B & 1C	
Housing		
10. House Rent Allowance	5,137	61,639
Insurance		
11. Group Personal Accident Insurance Premium	48	570
12. Group Term Life Insurance Premium	38	450
13. Medical insurance Premium	1,672	20,060
Total - Fixed Pay [A]	34,473	4,13,680

DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

ANNEXURE 1-A			
Name : Suraj Parab			
Compensation Break-up			
Components	Amount in INR		
	Monthly	Annually	
B] Retirals			
1.	PF - Employer Contribution (12% of Basic Salary)	1,541	18,492
2.	Gratuity / Ex-gratia (4.81% of Basic Salary)	618	7,412
Total - Retirals [B]		2,159	25,904
C] Bonus			
1.	Bonus (As per Act)	868	10,417
Total Bonus [C]		868	10,417
Total - Committed Pay [A] + [B] + [C]		37,500	4,50,000
D] Performance Linked Incentives			
1.	Performance Linked Incentive	0	0
Total - Performance Linked Incentive [D]		0	0
Total CTC [A] + [B] + [C] + [D]		37,500	4,50,000

The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.



DIGITAL
LIFE

Suraj Parab

RJIL/57485893/11838318/040319/1717

ANNEXURE 1 - B			
Name : Suraj Parab			
Ref	Components	Details	Remarks
A.1	Basic Salary	This is the base pay component of the fixed pay and is the reference salary for Provident Fund and Gratuity/Ex-gratia contribution	Fully Taxable
A.2	Residual Choice Pay	Balance amount of Fixed Pay, if any, will be paid as 'Residual Choice Pay'	Fully Taxable
A.3	Medical Reimbursement	Upto INR 15,000 per annum	Fully Taxable
A.4	Food Coupon	Maximum limit prescribed under this element is INR 31,200/- per annum. (Sodexo or Ticket Restaurant 'Meal Vouchers')	Tax Free
A.5	Gift Coupon	Maximum limit prescribed under this element is INR 5000/- per annum. (Sodexo / Accor / Reliance Retail Coupons)	Tax Free
A.6	Leave Travel Allowance	1. Maximum limit prescribed under this element is upto 2 month's basic salary. 2. Maximum 2 times, in a block of 4 years (e.g. 01.01.2018 - 31.12.2021) 3. Can be carried forward one time for next block.	Tax Exempted
A.7	Company Leased Vehicle Scheme (4)	1. Eligibility : All employees in the Leader and Manager Family (excluding Fixed Term Contract employees) 2. EM I shall be calculated on negotiated interest rates, on monthly reducing balance basis for the period selected as per Policy.	Tax Exempted [upto the value of EMI]
A.8	Company Leased Vehicle Insurance (4)	1. Eligibility : All employees in the Leader and Manager Family (excluding Fixed Term Contract employees) 2. Employees have a choice to select insurance between either bumper to bumper insurance or comprehensive insurance through the authorized third party provider. Employees would be required to purchase the insurance directly through the third party provider.	Tax Exempted

Date: 4 Mar 2019

Page 5 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

ANNEXURE 1 - B			
Name : Suraj Parab			
Ref	Components	Details	Remarks
A.9	Fuel and Maintenance Reimbursement	Limits for Fuel & Maintenance for Own and Lease Plan Vehicles are as under: Four Wheeler - INR 1,80,000 per annum Two Wheeler - INR 24,000 per annum	Tax Exempted (Taxable perquisite Notional Value)- INR 1800 per month if cubic capacity of engine is less than or equal to 1600 cc)- INR 2400 per month if cubic capacity of engine is more than or equal to 1600 cc)
A.10	House Rent Allowance	1. Mumbai/Kolkata/Delhi/Chennai least of the following : A] Allowance actually received. B] Rent paid in excess of 10% of Basic Salary C] 50% of Basic Salary 2. Any city in India other than the ones mentioned above: Least of the following : A] Allowance actually received B] Rent paid in excess of 10% of Basic Salary C] 40% of Basic Salary	Tax Exempted
A.11	Group Personal Accident Insurance Premium (3)	Mandatory debit of INR 570 per annum. Sum insured is INR 25 Lacs	
A.12	Group Term Life Insurance Premium (3)	Mandatory Debit of INR 450 per annum Sum insured is INR 10 Lacs.	

Date: 4 Mar 2019

Page 6 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com



Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

ANNEXURE 1 - B			
Name : Suraj Parab			
Ref	Components	Details	Remarks
A.13	Medical Insurance Premium i) Self, Spouse, 3 Dependent Children and Dependent Parents (3)	Leader Family - INR 22,717 per person per annum for self and spouse. INR 11,735 per child per annum. Dependent parents will be covered by a floater Mediclaim Policy of INR 5 Lacs with a premium of INR 20,060 per annum. Manager Family - INR 20,060 per annum for self, spouse, 3 Dependent children (up to 25 years) and Dependent parents. Floater Mediclaim Policy of INR 5 lacs per annum.	-
B.1	PF (Employer contribution)	12% of Basic Salary.	-
B.2	Gratuity/ Ex-gratia	4.81% of Basic Salary. This is paid on separation. If separation occurs before 5 years of service, the amount is paid as an ex-gratia and is fully taxable. In case of service more than 5 years an amount equivalent to 15 days Basic Pay (last drawn)x No. of completed years of service is paid on separation. Gratuity is tax-free upto INR 20 Lacs. Any amount paid over and above 20 Lacs is taxable and is paid as an ex-gratia.	-
C.1	Bonus	Payable as per Payment of Bonus Act	-
D.1	Performance Linked Incentive	The Performance Linked Incentive is a 'Deferred incentive' and is based on the Performance Management System of the Company. It is the variable component of the CTC and represents the potential earning to an employee.	Taxable

1. The income tax calculation is provisional and is based on the current Income Tax Rules. Any change in the Rules will impact the Income Tax projections.
2. Fixed Pay elements like Fuel & Maintenance, Medical Reimbursements, LTA are reimbursed based on the actual bills to be submitted and in case the same falls short of the amount chosen, balance will be paid as taxable allowance.
3. The insurance premium and coverage amount is subject to revision based on the company policy
4. The company leased vehicle scheme and insurance are subject to revision based on the company policy.

Date: 4 Mar 2019

Page 7 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Flata, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

Suraj Parab

RJIL/57485893/11838318/040319/1717

Annexure I-C

COMPONENTS OF COMPENSATION

The Company follows a Cost to the Company (CTC) structure that reflects the total cost of an employee to the organization and includes all direct & indirect payments including benefits, perquisites, subsidies. It is so designed so as to provide flexibility to the employees in structuring their compensation package. However, the components within each category of payments are discretionary and the company has right to change these components any time without notice.

The main components under Cost to Company Structure are:

I. Fixed Pay

a) Basic Salary :

This is the base pay component of the fixed pay and is the reference salary for Provident Fund and Gratuity/Ex-gratia contribution. (Please refer **Point II Retirals** below.)

b) Fuel & Vehicle Maintenance Reimbursements :

All employees who have opted for a vehicle under company leased vehicle scheme are eligible for Fuel & Vehicle Maintenance Reimbursements. Additionally, employees who wish to use their self-owned vehicles are also eligible for the same. The limit for Fuel & Maintenance Reimbursements is as under:

Four Wheeler - INR 1,80,000 per annum

Two Wheeler - INR 24,000 per annum

Tax exemption will be subject to supporting provided as per limits defined above.

c) Children's Education Allowance (CEA)

To meet the expenses incurred by Employee towards the education expenses of employee's children. Maximum up to INR 100 per child per month subject to a maximum of two children is tax exempt.

d) Children's Hostel Allowance (CHA)

To meet the expenses incurred by Employee towards hostel expenses of Employee's children. Maximum up to INR 300 per child per month subject to a maximum of two children is tax exempt.



Suraj Parab

RJIL/57485893/11838318/040319/1717

e) Leave Travel Assistance (LTA)

LTA refers to the reimbursement that the Company provides towards the expenses incurred by employee on vacation travel with their families to any place within India. There are certain qualifying criteria for claiming LTA. These are detailed below:

- Employee must necessarily take 5 days of continuous Privilege Leave
- The family for this purpose includes spouse, unmarried dependent children upto two only, parents and dependent brothers and sisters.
- No advance is given towards LTA. It must be claimed as a reimbursement against actual bills and travel documents.

Entitlement: Employee has to decide on the quantum of LTA (could be upto 2 months' basic salary) that employee would like to avail as a part of his elected pay components. This choice has to be made by employee at the time of joining and subsequently at the beginning of every financial year. A mid-year change on the quantum of LTA is not permissible.

Two journeys, anywhere in India, in a block of four years is tax exempt. The current block is calendar year 2018 - 2021.

f) Medical Reimbursement

The expenses incurred by employee to meet health related expenditure, such as medicines, doctor's fees etc of the employee and his family members will be reimbursed upto a maximum of INR 15,000 per annum against production of bills..

g) Conveyance Allowance

The expenses incurred by an employee for travelling from his residence to the office at the base location. However, this option can be availed only if the employee is not covered under the company car scheme.

h) Sodexo / Accor Food & Gift Coupons

Sodexo / Accor Pass Meal Vouchers are food coupons that can be exchanged for food and beverages at over 11,000 affiliated establishments across India.

However, once purchased, these coupons cannot be redeemed for cash. Similarly, the Sodexo / Accor Pass Gift Vouchers can be used to buy daily necessities at over 6000 affiliated establishments across India.

Meal Vouchers up to INR 31,200 per annum is tax exempt.



DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

i) Gift Coupons

Upto INR 5,000 per annum is tax exempt.

j) House Rent Allowance (HRA)

House Rent Allowance is paid in order to meet the expenses incurred on account of rented accommodation.

Quantum of HRA will be decided by employee as a part of Employee Fixed Pay Breakup [50% of Basic salary in Mumbai, Delhi, Kolkata & Chennai (or) 40% of Basic salary in other locations].

The amount of HRA exempt from tax will be the least of the following amounts:

1. Actual HRA received (or)
2. Rent paid less 10% of Basic salary (or)
3. 50% of Basic salary in Mumbai, Delhi, Kolkata & Chennai (or) 40% of Basic salary in other locations

k) Company Leased Vehicle Scheme

1. All employees in the Manager and Leader Family (excluding Fixed Term Contract employees) are eligible for Company Leased Vehicle Scheme.
2. The vehicle will be registered in the name of the employee. However, the Registration Certificate and Insurance shall bear the hypothecation of the lessor (Leasing Company).
3. In accordance, EMI shall be calculated on negotiated interest rates, on monthly reducing balance basis for the period selected as per Policy.
4. Employee would have an option to buy the vehicle at a pre-determined market residual value of not less than 20% of the original net funded cost and he/she needs to fulfil the requisite formalities.
5. There would be no prerequisite applicable for vehicles, under CLV plan.

Comprehensive Insurance coverage

1. Employees have a choice to select insurance between either bumper to bumper insurance or comprehensive insurance through the authorized third party provider. Company has negotiated preferential rates for motor insurance with the third party provider and employees would be required to purchase the insurance directly through the third party provider.
2. This option would be subject to appropriate GST & interest on EMI's.
3. Leasing company has corporate tie up's with some of the Insurance companies and employees can choose from those companies.

[The company leased vehicle scheme and insurance are subject to revision based on the company policy]



Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

l) Residual Choice Pay

The balance un-utilized amount under Fixed Pay is paid under this salary head as "Residual Choice Pay" and is subject to tax.

Please note that a declaration has to be made by the employee at the beginning of the financial year or within 7 days of joining the Company regarding the amounts to be claimed under each expense mentioned above. All bills / supporting documents are to be provided at the end of the financial year by 15 January.

m) Insurance - Personal Accident, Medical & Group Term Life Insurance

i) Group Personal Accident Insurance

The Sum insured is INR 25 lacs and the corresponding debit towards premium is INR 570/- p.a. The Insurance premium and coverage amount is subject to revision as per company policy.

Benefit Clauses

1. Death 100% of sum Insured.
2. Permanent Total disablement 100% of Sum Insured as per Insurance policy.
3. Permanent Partial disablement varies from 1% to 75% of sum insured as per insurance policy.
4. Temporal Total disablement 1% of capital sum insured per week subject a maximum of INR 5000 per week for a period of 100 weeks.

ii) Medical Coverage

Leader Family

Self, spouse and 3 dependent children up to 25 years will be covered by Company's Management Medical scheme on actual both for Domiciliary and Hospitalization. The Mandatory Debits are as follows.

Family Definition	Benefits	Mandatory Debit (p.a.)
Self and Spouse	At Actuals	INR 22,717/- per person p.a.
3 dependent Children upto 25 years of age	At Actuals	INR 11,735 /- per child p.a.

Dependent parents of Leaders will be covered by the Floater Mediclaim policy. The total coverage will be INR 5 Lacs irrespective of the number of members covered. Hospitalization room category will be up to a maximum of Deluxe Single room. The mandatory debit will be INR 20,060/- per annum. This scheme does not cover expenditure for spectacles, General Health checkups, external appliances, ayurvedic and Homeopathic treatment.

Reimbursement of Dental treatment is limited to INR 15,000 per family per annum and cosmetic dentistry is not covered by the scheme.



Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Syntel family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,

Adarsh Krishna
Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions.

Signature

ANNEXURE A
SALARY DISTRIBUTION

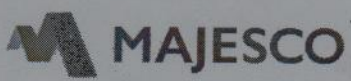
Name : Anjana Kolatt Anilkumar			
Designation : Associate Consultant			
Band : AC1			
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)		1,500	18,000
Special Allowance (D)		2,830	33,960
City Allowance (EE)		903	10,840
Bonus (F)		2,000	24,000
Co.'s Contribution to PF (G)		1,800	21,600
Transport Expenses		1,600	19,200
Medical Reimbursement Expenses		1,250	15,000
Sub-Total - I (H)	100%	25,433	305,200
Reimbursements and Other Benefits			
Leave Travel Assistance		400	4,800
Sub-Total - II		400	4,800
Total Compensation (I + II)		25,833	310,000

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills – your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

10
11



Majesco Software and Solutions India Pvt. Ltd.
Regd. Off. : MNDC, P-136, Millennium Business
Park, Mahape, Navi Mumbai, 400 710, India

+91 22 6150 1800
+91 22 2778 1320
www.majesco.com

52

Date: 12/09/2017

Ref: HRD/00/Jul/00

Mr./Ms. ASMITA DALVI
D-204, YDKUL CONCORDE
AGARWAL GARDENS,
VIRAR WEST

Letter of Offer

Dear ASMITA,

Welcome to the opportunity to make a valuable difference!

We are proud to invite you to join the Majesco family and are pleased to offer you the position of "Trainee Software Engineer" in Grade T2, at an Annual Cost to the Company of Rs. 365,000 lacs per annum.

This appointment will be subject to your successful completion of the course with 60% and above marks without Allowed to Keep Terms (ATKT) in all the semesters.

The detailed terms and conditions of your Offer will be as per Annexure I and II.

At Majesco, you will find the environment is charged with enthusiasm and offers unlimited growth for individuals who live the Company vision with a passion.

You will be expected to join us on or before Monday, the 02nd July 2018 at Mumbai/Pune.

You will be required to undergo a Company sponsored medical check-up, third party background verification and reference check clearance in order to confirm this offer.

We look forward to your dedication and commitment as we work together and wish you many fruitful years here at Majesco. We expect you to be a critical pillar for all stakeholders of Majesco.

This Letter of Offer will be deemed to be your Letter of Appointment from the date of your joining and commencement of your employment with the Company.

Please sign and return a copy of this letter as a formal acceptance of our offer and your confirmation to us by the date mentioned above.

With regards,

Yours sincerely,

For Majesco Software and Solutions India Private Limited

Ketan Joshi
Group Software Manager

Received & Accepted

Signature Asmita

Date 12/09/17

ANNEXURE - I

<u>Monthly Components</u>	<u>Salary Breakup</u>
Basic	9,800
HRA	4,900
Lunch Allowance/Coupons	2,200
Conveyance	1,600
Medical Allowance	1,250
Child Education Allowance	200
NPS Adhoc	980
Adhoc Allowance	5,227
Monthly Gross	26,157
<u>Annual Components</u>	
Monthly Gross x 12	313,884
PF	14,112
LTA	19,600
Annual Gross	347,596
Gratuity	4,704
Insurance Premium	5,000
Housing Loan Subsidy	7,700
Annual Cost to Company	365,000

Benefits

1. Mediclaim Coverage for hospitalization will be available for you and your family (spouse and dependent children) up to Rs. 2,00,000/- P.A.
2. Group Personal Accident Coverage upto a maximum of Rs. 10 lac for the employee.
3. Group Life Insurance Cover of Rs. 11 Lacs (Rs. 6Lacs through EDLI Scheme and Rs. 5 Lacs through Group Term Life cover)

Explanation - Salary Components

Total Cost to Company represents all components of compensation including basic, allowances, reimbursements, benefits and incentives.

Computation of the following components of salary has been made based on specific assumptions and current estimates as detailed below :

NPS Adhoc

Employees have an option of contributing to NPS (National Pension System). In case if you choose to avail NPS option, this component will be utilised to contribute to your NPS account. If the NPS option is not availed, this amount will be paid through monthly payroll.

LTA

Employees have an option of selecting the payout of LTA as Monthly or Annual mode. A new joinee has to necessarily provide a declaration before their first salary payout. If no option is declared then by default the employee will be entitled to Annual mode of LTA.

Lunch Coupons

Employees have an option to opt for either Lunch Coupons or Lunch Allowance as part of the monthly salary. A new joinee has to necessarily provide a declaration before their first salary payout. If no option is declared then by default the employee will be given Lunch Coupons.

Gratuity

Employees are entitled to payment of Gratuity of 15 days of Basic Pay, for every year of completed service once they complete 5 years in the company, as per the Payment of Gratuity Act 1972. In the event the employee ceases to be in employment before completion of five years, this benefit will be forfeited.

Insurance Premium

Represents the medical insurance premium per employee paid by the Company for coverage in the Group Mediclaim Policy, Group Accident Policy and the Life Insurance covers such as Employee Deposit Linked Insurance (EDLI) and Group Term Life (GTL) schemes. The scheme may be changed as per the policy of the Company from time to time.

Housing Loan Subsidy

All employees earning upto a maximum of Rs. 10 lacs p.a. are entitled to a housing loan interest subsidy after completion of 6 months in the organisation. The above mentioned amount is an average estimated rate.

5

73

03



Majesco Software and Solutions India Pvt. Ltd.
Regd. Off. : MNDC, P-136, Millennium Business
Park, Mahape, Navi Mumbai, 400 710, India

+91 22 6150 1800
+91 22 2778 1320
www.majesco.com

Date: 12/09/2017

Ref: HRD/00/Jul/00

Mr./Ms. BEULAH ALEXANDER
403 - MARVE QUEEN II,
ALT TALAR ROAD,
MALAD WEST

Letter of Offer

Dear BEULAH...

Welcome to the opportunity to make a valuable difference!

We are proud to invite you to join the Majesco family and are pleased to offer you the position of "Trainee Software Engineer" in Grade T2, at an Annual Cost to the Company of Rs. 365,000 lacs per annum.

This appointment will be subject to your successful completion of the course with 60% and above marks without Allowed to Keep Terms (ATKT) in all the semesters.

The detailed terms and conditions of your Offer will be as per Annexure I and II.

At Majesco, you will find the environment is charged with enthusiasm and offers unlimited growth for individuals who live the Company vision with a passion.

You will be expected to join us on or before Monday, the 02nd July 2018 at Mumbai/Pune.

You will be required to undergo a Company sponsored medical check-up, third party background verification and reference check clearance in order to confirm this offer.

We look forward to your dedication and commitment as we work together and wish you many fruitful years here at Majesco. We expect you to be a critical pillar for all stakeholders of Majesco.

This Letter of Offer will be deemed to be your Letter of Appointment from the date of your joining and commencement of your employment with the Company.

Please sign and return a copy of this letter as a formal acceptance of our offer and your confirmation to us by the date mentioned above.

With regards,

Yours sincerely,

For Majesco Software and Solutions India Private Limited

Ketan Joshi
Group Software Manager

Received & Accepted

Signature

Date 12-09-2017

ANNEXURE - I

<u>Monthly Components</u>	<u>Salary Breakup</u>
Basic	9,800
HRA	4,900
Lunch Allowance/Coupons	2,200
Conveyance	1,600
Medical Allowance	1,250
Child Education Allowance	200
NPS Adhoc	980
Adhoc Allowance	5,227
Monthly Gross	26,157
<u>Annual Components</u>	
Monthly Gross x 12	313,884
PF	14,112
LTA	19,600
Annual Gross	347,596
Gratuity	4,704
Insurance Premium	5,000
Housing Loan Subsidy	7,700
Annual Cost to Company	365,000
Benefits	
1. Medclaim Coverage for hospitalization will be available for you and your family (spouse and dependent children) up to Rs. 2,00,000/- P.A.	
2. Group Personal Accident Coverage upto a maximum of Rs. 10 lac for the employee.	
3. Group Life Insurance Cover of Rs. 11 Lacs (Rs. 6Lacs through EDLI Scheme and Rs. 5 Lacs through Group Term Life cover)	
Explanation - Salary Components	
Total Cost to Company represents all components of compensation including basic, allowances, reimbursements, benefits and incentives.	
Computation of the following components of salary has been made based on specific assumptions and current estimates as detailed below :	

78
Date: 12/09/2017

Ref: HRD/00/Jul/00

Mr./Ms. DNKAR WALAYALKAR
03, CM. SHIV SADAN,
NARAD VINAYAK LANE,
VIPAR (EAST)

Letter of Offer

Dear DNKAR,

Welcome to the opportunity to make a valuable difference!

We are proud to invite you to join the Majesco family and are pleased to offer you the position of "Trainee Software Engineer" in Grade T2, at an Annual Cost to the Company of Rs. 365,000 lacs per annum.

This appointment will be subject to your successful completion of the course with 60% and above marks without Allowed to Keep Terms (ATKT) in all the semesters.

The detailed terms and conditions of your Offer will be as per Annexure I and II.

At Majesco, you will find the environment is charged with enthusiasm and offers unlimited growth for individuals who live the Company vision with a passion.

You will be expected to join us on or before Monday, the 02nd July 2018 at Mumbai/Pune.

You will be required to undergo a Company sponsored medical check-up, third party background verification and reference check clearance in order to confirm this offer.

We look forward to your dedication and commitment as we work together and wish you many fruitful years here at Majesco. We expect you to be a critical pillar for all stakeholders of Majesco.

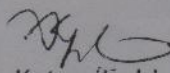
This Letter of Offer will be deemed to be your Letter of Appointment from the date of your joining and commencement of your employment with the Company.

Please sign and return a copy of this letter as a formal acceptance of our offer and your confirmation to us by the date mentioned above.


With regards,

Yours sincerely,

For Majesco Software and Solutions India Private Limited


Ketan Joshi
Group Software Manager

Received & Accepted

Signature 

Date 12/9/17

ANNEXURE - I

<u>Monthly Components</u>	<u>Salary Breakup</u>
Basic	9,800
HRA	4,900
Lunch Allowance/Coupons	2,200
Conveyance	1,600
Medical Allowance	1,250
Child Education Allowance	200
NPS Adhoc	980
Adhoc Allowance	5,227
Monthly Gross	26,157
<u>Annual Components</u>	
Monthly Gross x 12	313,884
PF	14,112
LTA	19,600
Annual Gross	347,596
Gratuity	4,704
Insurance Premium	5,000
Housing Loan Subsidy	7,700
Annual Cost to Company	365,000

Benefits

1. Mediclaim Coverage for hospitalization will be available for you and your family (spouse and dependent children) up to Rs. 2,00,000/- P.A.
2. Group Personal Accident Coverage upto a maximum of Rs. 10 lac for the employee.
3. Group Life Insurance Cover of Rs. 11 Lacs (Rs. 6Lacs through EDLI Scheme and Rs. 5 Lacs through Group Term Life cover)

Explanation - Salary Components

Total Cost to Company represents all components of compensation including basic, allowances, reimbursements, benefits and incentives.

Computation of the following components of salary has been made based on specific assumptions and current estimates as detailed below :

NPS Adhoc

Employees have an option of contributing to NPS (National Pension System). In case if you choose to avail NPS option, this component will be utilised to contribute to your NPS account. If the NPS option is not availed, this amount will be paid through monthly payroll.

LTA

Employees have an option of selecting the payout of LTA as Monthly or Annual mode. A new joinee has to necessarily provide a declaration before their first salary payout. If no option is declared then by default the employee will be entitled to Annual mode of LTA.

Lunch Coupons

Employees have an option to opt for either Lunch Coupons or Lunch Allowance as part of the monthly salary. A new joinee has to necessarily provide a declaration before their first salary payout. If no option is declared then by default the employee will be given Lunch Coupons.

Gratuity

Employees are entitled to payment of Gratuity of 15 days of Basic Pay, for every year of completed service once they complete 5 years in the company, as per the Payment of Gratuity Act 1972. In the event the employee ceases to be in employment before completion of five years, this benefit will be forfeited.

Insurance Premium

Represents the medical insurance premium per employee paid by the Company for coverage in the Group Mediciam Policy, Group Accident Policy and the Life Insurance covers such as Employee Deposit Linked Insurance (EDLI) and Group Term Life (GTL) schemes. The scheme may be changed as per the policy of the Company from time to time.

Housing Loan Subsidy

All employees earning upto a maximum of Rs. 10 lacs p.a. are entitled to a housing loan interest subsidy after completion of 6 months in the organisation. The above mentioned amount is an average estimated rate.



05
2018

SYNTEL PRIVATE LIMITED
SEZ - Unit
(Syntel - Special Economic Zone)
Plot No. B-1/B2, Software Technology Park,
Dehu - Alandi Road, MIDC Talawade, Tal -
Haveli,
Pune - 412 114 India
Tel: 91 020 40701000
Fax: 91 020 40781100

Date: 12th September 2018

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Lakshmi Gopalakrishnan,
Syntellect ID: SBEC1815719

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with Syntel nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case



Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Syntel family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,

Adarsh Krishna
Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions.

Signature

Encl: Annexure



ANNEXURE A

SALARY DISTRIBUTION

Name : Lakshmi Gopalakrishnan			
Designation : Associate Consultant			
Band : AC1			
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)		1,500	18,000
Special Allowance (D)		2,830	33,960
City Allowance (EE)		903	10,840
Bonus (F)		2,000	24,000
Co.'s Contribution to PF (G)		1,800	21,600
Transport Expenses		1,600	19,200
Medical Reimbursement Expenses		1,250	15,000
Sub-Total - I (H)	100%	25,433	305,200
Reimbursements and Other Benefits			
Leave Travel Assistance		400	4,800
Sub-Total - II		400	4,800
Total Compensation (I + II)		25,833	310,000

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC



Aldel Education Trust's
St. John College of Engineering and Management, Palghar
Department of Computer Engineering



Placement Data and Assessment Year 2017-18

Sr. No.	Name of the Student Placed	Name of the Employer
1	Mr.Akash Panda	Intelligent Node
2	Mr.Abhishek Lonare	Qspider
3	Ms.Aditi Sankhe	ECW
4	Mr.Aditya Kotian	Jaro
5	Mr.Akshay Nair	Just Dial
6	Ms.Anjana	Atos Syntel
7	Ms.Asmita Dalvi	Majesco
8	Ms.Beulah	Majesco
9	Ms.Bhairavi Gaddamwar	Qspider
10	Ms.Bushra Shaikh	Stellaar Orgnisation
11	Ms.Dhanashree Parulekar	Ecw
12	Ms.Dhara Salot	Ecw
13	Mr.Dhruvish Dixit	Zeuse
14	Mr.Durvesh Sonar	Ecw
15	Ms.Lakshmi	Qspider
16	Mr.Lokesh Negi	HCL
17	Ms.Manasi Churi	Ecw
18	Mr.Manoj.B	Qspider
19	Ms.Mansi Ghag	Qspider
20	Mr.Onkar Walavalkar	Majesco
21	Mr.Pranav Peediyakkal	Acty India pvt lmtd
22	Mr.Pratik Chaurasia	Aurion Pro
23	Mr.Pruthviraj Jadhav	NSEit
24	Ms.Rupali Tadolge	Majesco
25	Mr.Sarvanan Nadar	Bitwise
26	Ms.Shreya Bangera	Ecw
27	Ms.Simi	Atos Syntel
28	Ms.Sitara Nair	Ecw
29	Mr.Sivaramakrishnan Nadar	Swabhav Techlabs
30	Mr.Sivon Varikkassery	Ecw
31	Mr.Vikas Tiwari	eClinicalWorks
32	Mr.Yogendra Pitale	Rolling Arrays Pvt. Ltd.
33	Mr.Ashutosh Pandey	Rising Scholars Tutorial





Aldel Education Trust's
St. John College of Engineering and Management, Palghar
Department of Computer Engineering



34	Mr. Bhaskar Dixit	Paramatrix
35	Mr. Kamlesh Pai	BYJU's

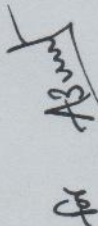






Placements of the Assessment Year 2017-18

Sr.No.	Student Name	Enrollment No.	Employer Details	Appointment Reference No.	On/Off Campus
1	Anjana Kolatt Anilkumar	EU1142087	Atos Syntel, Navi Mumbai	SBEC1815601	On Campus
2	Asmita Dalvi	EU1141001	Majesco, Navi Mumbai	HRD/00/Jul/00	On Campus
3	Beulah Alexander	EU2142031	Majesco, Navi Mumbai	HRD/00/Jul/00	On Campus
4	Onkar Walavalkar	EU1142007	Majesco, Navi Mumbai	HRD/00/Jul/00	On Campus
5	Lakshmi Gopalkrishnan	EU1142005	Syntel, Navi Mumbai	SBEC1815719	On Campus
6	Kamlesh Pai	EU1142008	Byjus, Mumbai	06-06-2018	Off Campus
7	Pratik Chaurasia	EU1142012	Aurion Pro, Mumbai	3944	On Campus
8	Subodh Patel	EU2142037	Just Dial, Mumbai	10067318	On Campus
9	Akshay Nair	EU1142004	Just Dial, Mumbai	10068383	On Campus
10	Durvesh Sonar	EU1142017	Amal Infosystems Pvt. Ltd, Navi Mumbai	15-02-2019	Off Campus
11	Pranav Peediyakkal	EU1142023	Acty System India Pvt. Ltd, Mumbai	15-01-2015	On Campus
12	Sachinkumar Mogaveera	EU1142026	Triygen Technologies, Mumbai	23-10-2018	On Campus
13	Abhishek Lonar	EU1142029	Qspider, Mumbai	26-02-2018	On Campus
14	Suraj Parab	EU1142032	Reliance Jio Infocomm Ltd, Navi Mumbai	RJIL/57485893/11838318/0403 19/1717	On Campus
15	Sarvanan Nadar	EU1142043	Bitwise, Mumbai	21-11-2017	On Campus
16	Mansi Ghag	EU1142045	Syntel, Navi Mumbai	SBEC1816332	On Campus
17	Sivaramakrishnan Nadar	EU1142046	Miles Software Solutions Pvt. Ltd, Mumbai	12-04-2018	On Campus
18	Dhanashree Parulekar	EU1142052	Skillinet Solutions India Pvt. Ltd, Mumbai	758/2019	Off Campus
19	Rupali Tadolge	EU1142054	Majesco, Navi Mumbai	HRD/00/Jul/00	On Campus
20	Shreya Bangera	EU1142068	eClinicalWorks, Mumbai	20-06-2018	On Campus
21	Vikas Tiwari	EU1142070	eClinicalWorks, Mumbai	23-07-2018	On Campus
22	Vivek Tiwari	EU2142005	BlueZone Systems Pvt. Ltd, Mumbai	31-07-2018	Off Campus
23	Yogini Thakre	EU1142080	NSEIT, Mumbai	15-01-2018	Off Campus
24	Ashok Gharat	EU1142060	HTIS Telecom Private Limited, Mumbai	12-02-2020	On Campus
25	Rajat Dogra	EU1142090	Tata Consultancy Services, Mumbai	TCSI/DT20184872876/Mumbai	On Campus
26	Bhaskar Dixit	EU1142040	Paramatrix Technologies Pvt. Ltd, Navi Mumbai	PTPL/HR/OI/2017-18/90	Off Campus
27	Swanand Vartak	EU2142004	Network Intelligence, Mumbai	19-02-2019	Off Campus
28	Vishakha Patil	EU1142006	Bizmatix India Pvt. Ltd, Mumbai	15-04-2019	On Campus

29	Simi Mathai Simon	EU1141001	SynteI, Navi Mumbai	SBEC1815598	On Campus
30	Durvish Dixit	EU1142009	Zeus Learning, Mumbai	17-12-2018	On Campus
31	Nair Sitara Baburajan Preetha	EU1142014	eClinicalWorks, Mumbai	17-12-2018	On Campus
32	Sayli Dhulap	EU2142032	Zycus, Mumbai	17-07-2017	On Campus
33	Aditi Sankhe	EU1142031	eClinicalWorks, Mumbai	17-12-2017	On Campus
34	Shubham Mittal	EU1142049	Atos SynteI, Navi Mumbai	01-10-2018	On Campus


 Mr. Ajay Sirsat
 CREPT Coordinator


 Mr. Namdev Patil
 CREPT Officer


 Prof. Dr. Rahul Khokale
 Head of Department



Aldei Education Trust's
ST. JOHN COLLEGE OF ENGINEERING & MANAGEMENT
(A Christian Religious Minority Institution)
Approved by AICTE, Recognised by DTE and affiliated to the University of Mumbai, MSBTE
NAAC Accredited With Grade A



Assessment Year 2016-17

Sr.No.	Student Name	Enrollment No.	Employer Details	Appointment Reference No.
1	Sunraj Poojary	EU1132003	Financial Software and Systems(P) Ltd.Navi Mumbai	Letter/2016-17/1372
2	Rishab Solanki	EU1132089	Majesco,Navi Mumbai	HRD/17/June/19
3	Vaibhav Gandhi	EU2132007	NUCSOFT Ltd.,Mumbai	HR/9902
4	Akansha Porwal	EU1132002	Zomato	28-08-2017
5	Tasneem Halani	EU1132009	eClinicalWorks, Mumbai	12-06-2017
6	Prathmesh Wadekar	EU1132011	eClinicalWorks, Mumbai	12-06-2017
7	Shreesh Chavan	EU1132032	VISTAAR,Mumbai	18-11-2016
8	Hita Kadam	EU1132062	eClinicalWorks, Mumbai	12-06-2017
9	Kiran Limbachiya	EU2132020	eClinicalWorks, Mumbai	12-06-2017
10	Allan Shivji	EU1132049	eClinicalWorks, Mumbai	12-06-2017
11	Shraddhali Patil	EU1132025	Ugam Solutions,Mumbai	19-01-2017
12	Ekta Tiwari	EU1132012	Bitwise,Pune	25-10-2016
13	Melvin Martis	EU1132022	Majesco,Navi Mumbai	13-09-2016
14	Raveena Suvarna	EU1132047	Majesco,Navi Mumbai	13-09-2016
15	Rakesh Verma	EU1132058	CoCubes.com,Mumbai	20-02-2017
16	Paul Lobo	EU1132068	Semix Biton,Mumbai	22-06-2017
17	Mansi Painter	EU1132099	eClinicalWorks, Mumbai	12-06-2017
18	Aishwarya Roy	EU1132102	OnSpot Solutions Pvt. Ltd	13-01-2021
19	Pintu Yadav	EU1132018	eClinicalWorks, Mumbai	12-06-2017
20	dhaval Thakkar	EU1132050	Capgemini,Mumbai	2176600/295957
21	Aakansha Singh	EU1132110	eClerx , Mumbai	
22	Ashok Rajpurohit	EU1132115	D-Insights	09-10-2019
23	Aakansha Singh	EU1132110	eClerx, Mumbai	11-09-2020

24	Anumol Shanmughan	EU1132038	ZiSystech, Mumbai	ZIHR/X703-2341212
25	Priyanka Chavande	EU1132064	Ugam Solutions, Mumbai	
26	Sanyogeeta Desai	EU1132014	INNSigt.in, Mumbai	23-08-2018
27	Heena Jain	EU1132092	Verdantis, Mumbai	12-06-2017
28	Paras Kumar Jain	EU1132052	Citiustech, Mumbai	23-09-2017
29	Purnima Jaiswal	EU1132017	Swabhav Techlabs Pvt. Ltd.	14-01-2017
30	Ankita Jha	EU1132108	SYNTEL, Mumbai	29-08-2017
31	Mukesh Kaloji	EU2132011	VISTAAR, Mumbai	18-11-2016
32	Ajay Kapuria	EU1132044	Ness Technologies, Mumbai	06-08-2018
33	Ritesh Mistry	EU2132016	Net Connect, Mumbai	04-09-2017
34	Dhanashree Parab	EU1132056	VISTAAR, Mumbai	18-11-2016
35	Ruthuparna Shetty	EU1132063	Ugam Solutions, Mumbai	19-01-2017
36	Laxmi Dravid	EU2132005	Ugam Solutions, Mumbai	20-01-2017
37	Bhavana Mishra	EU1132054	AG Transact, Mumbai	20-02-2017
38	Hitesh Yadav	EU1132081	Neelmedia, Mumbai	12-07-2018
39	Vinil Ghag	EU1152086	Majesco, Navi Mumbai	22-09-2017
40	Akshay Nambly	EU1132105	Swabhav Techlabs Pvt. Ltd., Mumbai	20-09-2017
41	Shweta Jha	EU1132061	Swabhav Techlabs Pvt. Ltd., Mumbai	20-09-2017
42	Namrata Shetey	EU1132046	Swabhav Techlabs Pvt. Ltd., Mumbai	20-09-2017
43	Yash BharatKumar Mehta	EU2132002	Yardi Technologies	16-08-2017
44	Shalini Jain	EU2132039	NUCSOFT Ltd., Mumbai	

for Abhishek
Mr. Ajay Sirsat
CREPT Coordinator

Shilpa
Mr. Namdev S. Patil
Training and Placement Officer

Pooja
Prof. Dr. Rahul Khokale
Head of Department



Aldel Education Trust's
St. John College of Engineering and Management, Palghar



Department of Computer Engineering

Offer Letters

30

16

19



SYNTEL PRIVATE LIMITED
SEZ - Unit
(Syntel - Special Economic Zone)
Plot No. B-1/B2, Software Technology Park,
Dehu - Alandi Road, MIDC Talawade, Tal -
Haveli,
Pune - 412 114 India
Tel: 91 020 40701000
Fax: 91 020 40781100

Date: 27th September 2018

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Mansi Vijay Ghag,
Syntellect ID: SBEC1816332

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with Syntel nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case



Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Syntel family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,

Adarsh Krishna
Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions.

Signature

ANNEXURE A
 SALARY DISTRIBUTION

Name : Mansi Vijay Ghag			
Designation : Associate Consultant			
Band : AC1			
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)		1,500	18,000
Special Allowance (D)		2,830	33,960
City Allowance (EE)		903	10,840
Bonus (F)		2,000	24,000
Co.'s Contribution to PF (G)		1,800	21,600
Transport Expenses		1,600	19,200
Medical Reimbursement Expenses		1,250	15,000
Sub-Total - I (H)	100%	25,433	305,200
Reimbursements and Other Benefits			
Leave Travel Assistance		400	4,800
Sub-Total - II		400	4,800
Total Compensation (I + II)		25,833	310,000

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

32

31

17

April 12, 2018

Mr. SivaramaKrishnan Nadar
Pameri Nagar, JVLR,
Aarey Milk colony,
Unit no. 20, Goregaon (E),
Mumbai: 400065

Dear SivaramaKrishnan,

We are pleased to offer you the following position at Miles Software Solution Pvt. Ltd:

Designation	: Associate Software Engineer
Level	: 1
Grade	: A
Date of Joining	: July 09, 2018

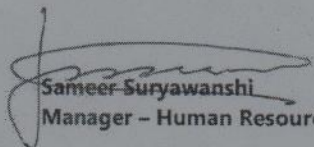
1. Your total remuneration will be **Rs. 3,45,000/- p. a. (Rs. Three Lakh Forty-Five Thousand per annum only)**. A detailed break up of your compensation is enclosed as annexure (Annexure 1).
2. Your individual remuneration is solely a matter between yourself and the Company and has been arrived at on the basis of your specific background and professional merit. You are expected to maintain this information and any changes made therein from time to time as personal and confidential.
3. Your appointment shall be subject to your abiding by the rules and regulations of the Company that are in force from time to time and during the period of your employment with the Company and these will be deemed to form an integral part of the contract of employment. The Company shall have right to add, amend and modify any or all of the above terms and conditions of service which shall be binding on you. The rules and regulations shall be shared with you on joining the company.
4. You will also be required to sign a confidentiality agreement with the Company with in 1 week from your date of joining.
5. You are required to submit a valid passport, pan card and AADHAR card at the time of joining or before confirmation. Your confirmation will be subject to submission of a valid passport, pan card and AADHAR card.
6. Your notice period will be 2 (TWO) months.
7. Your appointment is subject to you having furnished to the Company correct information regarding your past service/s and other records. Miles Software at its discretion may, on its own or through an outside agency, conduct the background check of all the information and documents submitted by the candidate. The candidate expressly consents for such background check and also agrees that if Miles Software, as a result of such background check, finds any discrepancy then the candidate's employment can be termination with immediate effect.

This letter is valid for a period of 1 week (7) days from the date of this offer letter and shall lapse automatically unless you confirm your acceptance of it by signing the duplicate in the appropriate place and returning it to the undersigned.

We take pleasure in welcoming you to our organization and look forward to having you as a part of the Miles Family.

Regards,

For Miles Software Solutions Pvt. Ltd.


Sameer Suryawanshi
Manager - Human Resources

Miles Software Solutions (P) Ltd.

Corporate Office : B 801/806, Trade World, Kamala Mills Compound, S. B. Marg, Lower Parel (W), Mumbai - 400013.

Registered Office : 311, Bussa Industrial. Estate, Shankar Naram Path, Lower Parel (W), Mumbai - 400013.

T: +91-22-66518400 | **F:** +91-22-24970508 | **E:** info@milessoft.com | www.milessoft.com

Name: SivaramaKrishnan Nadar
Designation: Associate Software Engineer
Level: 1
Grade: A

Annexure 1 - Break up of compensation

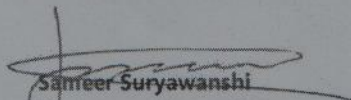
Salary Breakup		
Basic Components	PM (Rs.)	PA (Rs.)
BASIC	11,500	1,38,000
HRA	5,750	69,000
Conveyance	1,600	19,200
Medical	1,250	15,000
(A)	20,100	2,41,200
Other Components		
(B)	-	-
Total (A+B)	20,100	2,41,200
CCA* (C)	6,425	77,102
PF Employer (i)	1,380	16,560
Gratuity (ii)	553	6,638
Mediclaime Premium (iii)	292	3,500
Total (D)	2,225	26,698
Variable Bonus** (E)		-
Total (A+B+C+D+E)	28,750	3,45,000

- * CCA applicable as per flexible Guidelines and
- **Variable Bonus for Level 1 & 2 are paid twice a year and for Level 3 and above is paid once a year applicable as per Company Guidelines.
- Mediclaime Premium Details - Mediclaime coverage of INR 200,000 covering spouse and 2 children & Personal Accident coverage of INR 300,000 covering self.
- Gratuity will be paid as per applicable law.
- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

All Allowances / Bonuses / Incentives / Rewards / Benefits will be paid / reimbursed as per the Company policy. Employees who have completed 1 year, not resigned and are on the rolls of the organization on the day of disbursement will be eligible for the same.

All employees are requested to visit the SharePoint and keep themselves updated with changes announced in policies and procedures.

For Miles Software Solutions Pvt. Ltd.


Sameer Suryawanshi
Manager - Human Resources

I agree with the above terms and conditions.

I will be joining _____

Miles Software Solutions (P) Ltd.

Corporate Office : B 801/806, Trade World, Kamala Mills Compound, S. B. Marg, Lower Parel (W), Mumbai - 400013.
Registered Office : 311, Bussa Industrial Estate, Shankar Naram Path, Lower Parel (W), Mumbai - 400013.
T: +91-22-66518400 | F: +91-22-24970508 | E: info@milessoft.com | www.milessoft.com

31

April 12, 2018

Mr. SivaramaKrishnan Nadar
Pameri Nagar, JVLR,
Aarey Milk colony,
Unit no. 20, Goregaon (E),
Mumbai: 400065

Dear SivaramaKrishnan,

We are pleased to offer you the following position at Miles Software Solution Pvt. Ltd:

Designation	: Associate Software Engineer
Level	: 1
Grade	: A
Date of Joining	: July 09, 2018

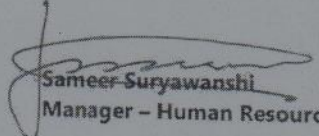
1. Your total remuneration will be **Rs. 3,45,000/- p. a. (Rs. Three Lakh Forty-Five Thousand per annum only)**. A detailed break up of your compensation is enclosed as annexure (Annexure 1).
2. Your individual remuneration is solely a matter between yourself and the Company and has been arrived at on the basis of your specific background and professional merit. You are expected to maintain this information and any changes made therein from time to time as personal and confidential.
3. Your appointment shall be subject to your abiding by the rules and regulations of the Company that are in force from time to time and during the period of your employment with the Company and these will be deemed to form an integral part of the contract of employment. The Company shall have right to add, amend and modify any or all of the above terms and conditions of service which shall be binding on you. The rules and regulations shall be shared with you on joining the company.
4. You will also be required to sign a confidentiality agreement with the Company with in 1 week from your date of joining.
5. You are required to submit a valid passport, pan card and AADHAR card at the time of joining or before confirmation. Your confirmation will be subject to submission of a valid passport, pan card and AADHAR card.
6. Your notice period will be 2 (TWO) months.
7. Your appointment is subject to you having furnished to the Company correct information regarding your past service/s and other records. Miles Software at its discretion may, on its own or through an outside agency, conduct the background check of all the information and documents submitted by the candidate. The candidate expressly consents for such background check and also agrees that if Miles Software, as a result of such background check, finds any discrepancy then the candidate's employment can be termination with immediate effect.

This letter is valid for a period of 1 week (7) days from the date of this offer letter and shall lapse automatically unless you confirm your acceptance of it by signing the duplicate in the appropriate place and returning it to the undersigned.

We take pleasure in welcoming you to our organization and look forward to having you as a part of the Miles Family.

Regards,

For Miles Software Solutions Pvt. Ltd.


Sameer Suryawanshi
Manager - Human Resources

Miles Software Solutions (P) Ltd.

Corporate Office : B 801/806, Trade World, Kamala Mills Compound, S. B. Marg, Lower Parel (W), Mumbai - 400013.
Registered Office : 311, Bussa Industrial. Estate, Shankar Naram Path, Lower Parel (W), Mumbai - 400013.
T: +91-22-66518400 | F: +91-22-24970508 | E: info@milessoft.com | www.milessoft.com

Name: SivaramaKrishnan Nadar
Designation: Associate Software Engineer
Level: 1
Grade: A

Annexure 1 - Break up of compensation

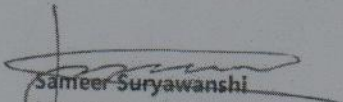
Salary Breakup		
<u>Basic Components</u>	PM (Rs.)	PA (Rs.)
BASIC	11,500	1,38,000
HRA	5,750	69,000
Conveyance	1,600	19,200
Medical	1,250	15,000
(A)	20,100	2,41,200
<u>Other Components</u>		
(B)	-	-
Total (A+B)	20,100	2,41,200
CCA* (C)	6,425	77,102
PF Employer (i)	1,380	16,560
Gratuity (ii)	553	6,638
Mediclaim Premium (iii)	292	3,500
Total (D)	2,225	26,698
Variable Bonus** (E)		-
Total (A+B+C+D+E)	28,750	3,45,000

- * CCA applicable as per flexible Guidelines and
- ** Variable Bonus for Level 1 & 2 are paid twice a year and for Level 3 and above is paid once a year applicable as per Company Guidelines.
- Mediclaim Premium Details - Mediclaim coverage of INR 200,000 covering spouse and 2 children & Personal Accident coverage of INR 300,000 covering self.
- Gratuity will be paid as per applicable law.
- Income Tax will be deducted at source wherever applicable as per Income Tax Rules.

All Allowances / Bonuses / Incentives / Rewards / Benefits will be paid / reimbursed as per the Company policy. Employees who have completed 1 year, not resigned and are on the rolls of the organization on the day of disbursement will be eligible for the same.

All employees are requested to visit the SharePoint and keep themselves updated with changes announced in policies and procedures.

For Miles Software Solutions Pvt. Ltd.


Sameer Suryawanshi
Manager - Human Resources

I agree with the above terms and conditions.

I will be joining _____

Miles Software Solutions (P) Ltd.

Corporate Office : B 801/806, Trade World, Kamala Mills Compound, S. B. Marg, Lower Parel (W), Mumbai - 400013.

Registered Office : 311, Bussa Industrial Estate, Shankar Naram Path, Lower Parel (W), Mumbai - 400013.

T: +91-22-66518400 | F: +91-22-24970508 | E: info@milessoft.com | www.milessoft.com

Ref 758/2019

6th May, 2019

Dear Ms. Dhanashree Parulekar,

We are pleased to appoint you as **Assistant Systems Analyst – Trained** with effect from 6th May, 2019. You will be responsible for software analysis, design, implementation and testing of software projects. You would be developing and implementing software solutions at our office or at our client's site in India. The job may involve overseas as well as domestic travel for project related work. You shall be on probation for a period of 3 months from the date of your joining.

Your benefit package will include:

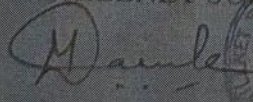
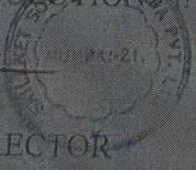
- The Gross annual total compensation (CTC) is Rs. 2,74,200/- and is structured as per the attached Annexure I – COMPENSATION DETAILS.
- 10 Public Holidays every year as per list disclosed by the company
- 3 working weeks (15 days) paid vacation per year (CL+PL+SL)

At SkillNet Solutions India Pvt. Ltd., proprietary rights and confidential information are among the company's most important assets. You are, therefore, requested to sign the enclosed Employment Agreement that covers handling of Proprietary Information as a condition to your employment.

We wish you success and a long and rewarding career at SkillNet Solutions India Pvt. Ltd.

You are requested to sign the duplicate copy of this letter as a token of your acceptance.

Sincerely,
For SKILLNET SOLUTIONS INDIA PVT. LTD.



MANAGING DIRECTOR

Accepted : _____

Date: 12/09/2017

Ref: HRD/00/Jul/00

Mr./Ms. RUPALI TADOLBE
B-2/302, PRABHAT COMPLEX,
POONAM NAGAR,
VIRAR (WEST)

Letter of Offer

Dear RUPALI,

Welcome to the opportunity to make a valuable difference!

We are proud to invite you to join the Majesco family and are pleased to offer you the position of "Trainee Software Engineer" in Grade T2, at an Annual Cost to the Company of Rs. 365,000 lacs per annum.

This appointment will be subject to your successful completion of the course with 60% and above marks without Allowed to Keep Terms (ATKT) in all the semesters.

The detailed terms and conditions of your Offer will be as per Annexure I and II.

At Majesco, you will find the environment is charged with enthusiasm and offers unlimited growth for individuals who live the Company vision with a passion.

You will be expected to join us on or before Monday, the 02nd July 2018 at Mumbai/Pune.

You will be required to undergo a Company sponsored medical check-up, third party background verification and reference check clearance in order to confirm this offer.

We look forward to your dedication and commitment as we work together and wish you many fruitful years here at Majesco. We expect you to be a critical pillar for all stakeholders of Majesco.

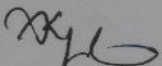
This Letter of Offer will be deemed to be your Letter of Appointment from the date of your joining and commencement of your employment with the Company.

Please sign and return a copy of this letter as a formal acceptance of our offer and your confirmation to us by the date mentioned above.

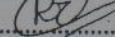
With regards,

Yours sincerely,

For Majesco Software and Solutions India Private Limited


Ketan Joshi
Group Software Manager

Received & Accepted

Signature 

Date 12/9/17

Date: 20th June 18

Ms. Shreya Bangera,
32-804 Sanskruti, Thakur Complex,
Kandivali (East)
Mumbai-400101.

Dear Ms. Shreya Bangera,

With reference to your interviews and discussions with us we are pleased to offer you the position of "Software Specialist" on the terms and conditions as set forth below:

1. **Date of Commencement** : 9th July, 18
2. **Bond Period** : You will serve eClinicalworks India Pvt Ltd for a minimum period of 1 year, from the date of execution under the bond. As a guarantee you agreed to pay a cheque amounted 2 months gross salary as security. In the event of the said cheque being required to be deposited on account of breach of the bond, then the company will be at liberty to treat the said amount as being due and payable by you to the company by way of Debt and the company will be at liberty to file recovery proceedings in this regards.

3. **Period of Offer** : The period of offer is as follows:

i You will be initially trained for a period of three months from the date of Commencement mentioned herein above. If you complete the training successfully to the satisfaction of the Company (of which the Company will be the sole judge), you will thereafter be placed on probation for a further period of three months. If you do not complete the training successfully, then your trainee services will be determined upon the efflux of the said training period. If you complete the probation period successfully to the satisfaction of the Company (of which the Company will be the sole judge) and if you are found to be fit for confirmation after due assessment, you will be confirmed in employment. If you do not complete the probation period successfully, then your probationary services will be determined upon the efflux of the said probationary period.

ii If, however, it is any time found that any representation made by you to the Company prior to this Offer being made to you - including but not limited to any verbal representation, any information contained in your Curriculum Vitae, any supporting document or any other factual matter concerning you - was not entirely correct or truthful, then your employment shall be liable for summary dismissal without any notice, payment in lieu of notice or any compensation. Further, in such a case, the Company shall have the right to seek such other remedies as may be available to it in law including the right to damages, prosecution etc.

4. **Scope of Work** : The scope of your work/duties/expected skill sets/expected performance etc. have been discussed with and explained to you during your interviews and discussions

eClinicalWorks India Pvt. Ltd.

CIN No. : U72200MH2006PTC165289

Regd. Office : Boomerang A-701 to 705 & Part B1-706, Chandivali Farm Road, Near Chandivali Studio, Andheri (E), Mumbai - 400 022
T: +91 22 67375000 F: +91 22 67375100

S. Bangera
20/06/2018

Subject: Fwd: Students selection in eClinicalWorks from 2018 Batch
From: Pavan Gujjar <pavang@sjcet.co.in>
Date: 20-12-2017, 13:33
To: Namdev Patil <namdevp@sjcet.co.in>

Congratulations sir.

From: "Namdev Patil" <namdevp@sjcet.co.in>
To: "Chairman" <cm.awd@aldel.org>
Cc: "Advisor" <advisor@aldel.org>, "Deputy Director" <deputy.cd@aldel.org>, "Satish Taklikar" <principal@sjcet.co.in>, "Pavan Gujjar" <pavang@sjcet.co.in>, "Anita Chaudhari" <anitac@sjcet.co.in>, "Sundar Kharvi" <sundark@sjcet.co.in>, "Shivaji Shelar" <shivaji@sjcet.co.in>, "Shreeshail Heggond" <shreeshailh@sjcet.co.in>
Sent: Wednesday, December 20, 2017 1:20:04 PM
Subject: Students selection in eClinicalWorks from 2018 Batch

Respected Sir,

Congratulations!!!

Our 7 Students of SJCEM & 1 student of SJCHS have been selected by **eClinicalWorks** as a Trainee Product Support Engineer with **CTC 2.66 LPA + Perks**

Students from Computer Engg.

- 1) Vikas Tiwari
- 2) Aditi Sankhe
- 3) Sitara Baburaj
- 4) Shreya Bangera

Students from Information Technology

- 1) Apurva Jaiswal
- 2) Suraj Mishra
- 3) Rishi Gupta

Student from BSc - (IT) of SJCHS

- 1) Anjani Singh

from SJCEM 73 students & SJCHS 26 students attended the Campus Drive
23 Students from various colleges like Vartak CET, Universal CoE, AP Shah, VIVA CoE, SLRTiwari CoE,
Colleges participated in the campus drive

Thanks & Regards,

N. S. Patil
Corporate Relations, Training & Placement Officer
St. John Technical Campus,
Vevoor, Manor Road, Dist - Palghar, 401 404.
Tel. - 912525 - 254846/49
Mobile No. 9769401269.
Email Address - namdevp@sjcet.co.in



Mr Vikas Tiwari
02-A Sai Siddhi Apartment
Jyoti Darchan Ekt. Colony
Narve Road, Vasai, West East-401205

Dear Mr Vikas Tiwari

SUB-EMPLOYMENT LETTER

Further to our Offer Letter dated 11th July 2018 and your acceptance thereof, we have pleasure in welcoming you to our Organization and offer you an appointment as "Software Specialist" with effect from 23rd July 2018 on the following terms and conditions, subject to your return on being satisfactory.

1. APPOINTMENT

Training and Assessment Period

You will be initially trained and Assessed for a period of three months from the date of Commencement mentioned herein above. If you do not complete the Training and Assessment successfully, then your trainee services will be determined upon the efflux of the said Training and Assessment period. During the Training and Assessment period, your services are terminable by either side by giving Seven days notice period.

Probation and Confirmation:

If you complete the Training and Assessment successfully to the satisfaction of the Company (of which the Company will be the sole judge), you will thereafter be placed on probation for a further period of three months. If you complete the probation period successfully to the satisfaction of the Company (of which the Company will be the sole judge) and if you are found to be fit for confirmation after due assessment, you will be confirmed in employment vide a written letter of Confirmation. If you do not complete the probation period successfully, then your probationary services will be determined upon the efflux of the said probationary period. During the probation period, your services are terminable by either side by giving thirty days notice period. Employees will be eligible for the revised applicable benefits post successful completion of their probationary period with appropriate approval as per Section 1.4 in the company's policy manual.

2. REMUNERATION

Your gross annual remuneration will be Re 260000/- (Rupees Two Lakh Sixty Six Thousand Only) on CTC (Cost-to-Company) basis as contained in our Offer Letter dated 11th July 2018 and your acceptance thereof. The CTC break up will generally be as per Company policy and applicable tax provisions from time to time.

3. POSTING

You will ordinarily be based at Mumbai, however, your duties may be varied from time to time and your services are liable to be Transferred/Deputed/Seconded at the discretion of the company, either temporarily or permanently, to any other location of the Company, whether currently in existence or which might hereafter come into existence, or to any of our offices, any of the parent/associate company sites, client sites or partner sites outside of Mumbai, within or out of India. Upon such transfer, you will be governed by the service conditions applicable to your category of employees at the transferred place.

eClinicalWorks India Pvt. Ltd.

CIN No. U72204IN300691000200

Head Office : Bhamburda Road, 201 to 205, 2nd Floor, Chandrahal Pump Road, Near Chandrahal, Andheri (E), Mumbai - 400072
Tel: 91 22 67372000 Fax: 91 22 67372100

Dated: 31/07/2018

To

Mr. Vivek A. Tiwari

C-308, Sai Smriti, Vardhaman Park,
Tulinj, Nallasopara(E), Palghar-401209.
Mobile - 7208526717.
E-mail- tvivek45.vtgmail.com

Subject: Offer Letter

Dear Vivek,

We are pleased to confirm our offer of employment to you as **Consultant** with **Blue Zone Systems Private Limited**, starting **01-August-18** on the following terms and conditions:

- Your designation will be "Consultant".
- Your compensation will be Rs.00,000/- per Annum (Rs.00,000/- per month).
- You agreed to give commitment for minimum employment term of 18 months
- The terms and conditions of employment are as per Annexure I.
- The Compensation mentioned above would be reviewed annually based on your performance & feedback we receive from clients and our internal Assessment. Any compensation awarded to you will be subjected to Taxes as applicable.

You are requested to return us the duplicate of this Document duly signed by you as a token of your acceptance.

Yours Truly,

Niraj Joshi

Executive Director

Email: niraj@bluezone.co.in

Mob: +91 9820140665



Blue Zone Systems Private Limited

201/ 202, 2nd Floor, ECO STAR, VISHWESHWAR NAGAR,
BEHIND UDIPI HOTEL, Goregoan(E), Mumbai – 400 063.
Tel.: 91 22 67416380 /81

Website: www.bluezone.co.in



I agree with the above terms and conditions.

Date: _____

Name: _____ Signature: _____

Annexure I

1. You will be signing following contracts with company
 - a. Confidentiality Agreement
 - b. Intellectual Property Agreement
 - c. Data Protection
 - d. IT Code of Practice
 - e. Declarations
2. You must give commitment for minimum employment term of 18 months i.e. you will not leave the organization till you complete 18 months of service after date of joining.
3. After 18 months of employment period, if you wish to leave the employment, you will have to give 30 working days of notice to the Company in writing subject to completion of all your pending projects and satisfactory handover of responsibilities.
4. If the Company is not satisfied with your work and/or conduct, the Company reserves the right to terminate your employment with a notice of 30 Days or a month's compensation.
5. You will be posted at our Mumbai Office. However, we reserve the right to transfer you to any other place either in existence, or where the Company may open its office later and upon such transfer, the rules and regulations and the terms and conditions of the services applicable to such place, shall be applicable to you. Similarly, we reserve the right to assign additional / change of duty; transfer you to any other group Company. In such an event, the rules and regulations and the terms and conditions would be amended accordingly.
6. If you are assigned work at the Client's site, either in India or abroad then the rules and regulations, working hours and holidays applicable at the Client's site would be applicable to you and the decision of your reporting superior will be final on such matters.
7. If you are based at our Client side you will be eligible for conveyance expenses incurred by you on behalf of the company subject to rules & regulation of company.



8. You shall devote your full time and attention to your duties to promote the interest of the organization and shall not divulge to any person/persons any of our secrets and/or activities. You shall work under the supervision of such person/persons as may be decided upon by the management from time to time. You shall undertake that for any development work taken up by you either individually or jointly while in the Employment with the Company, the copyright shall rest with the Company.
9. You shall maintain during the tenure of Employment and/or from the date of ceasing to be in Company's Employment for whatever reason, utmost secrecy with regard to various activities of the Company or the Clients and more specifically so in respect of products, machineries, formalities, lay-outs/drawings, documents, software, hardware, floppies etc. and you shall not part, for a consideration or otherwise, any knowledge or information you have obtained through your association with the Company or their Clients to anyone except with prior written permission of the Company.
10. You shall abide by the standing orders and/or other rules and regulations applicable to you, which are in force or as may be framed and/or amended from time to time. Your hours of attendance shall be regulated as per duties entrusted to you from time to time.
11. During your tenure of service with the Company you shall not engage yourself in any outside business or employment, which are detrimental to the interest of the Company.
12. Upon Termination of this Employment by either side, you shall handover charge to such person(s) as may be nominated by the Company in that behalf. For handing over the charge, the prescribed format shall be used. Further, you shall deliver to the Company, all documents, blue prints, reproduction of any correspondence addressed to you by the Company and all other documents, records, hardware, software, floppies, property and effects of the Company or their Clients that may be in your possession or custody pertaining to or connected with the business of the Company. You complete all the assignments allotted to you as well as will also handover/ complete all the Documentation of the Software Codes, User Manuals etc as per the format of the Company/Client. However, all the formalities in this regard must be completed by you on or before the last working day in service, and in any event before the final settlement of dues is effected by the Company.
13. You will inform and in presence of your superiors will handover or delete/destroy all the correspondence done by you or software developed by you on behalf of the Company for any Client stored in any physical (Floppies/CD or any External Storage Medium/Device) or in Electronic form (Emails/ Web Storage Sites or any other Remote site or location) by you either in acquiescence of your superiors or by your own will.
14. In case of any Legal Litigation all the Legal Fees borne by Blue Zone Systems Private Limited will also be borne by you.



15. If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having terminated your Employment without any notice unless you,

1. Return to work within eight days of the commencement of such absence;
and
2. Give an explanation to the satisfaction of the Company regarding such absence

Before taking any leave (except sick leave) a prior intimation is to be provided to your immediate superiors. Avoid taking leaves when you are deputed at client side for any project.

16. If any of the clauses are breached , you shall not be relieved from the Company & Company hold all the financial benefits due to you along with the Experience Letter or Performance or Recommendation Letters.

17. You will be allowed 12 Paid Leave in a year, 1 Day of Leave per month or 12 consecutives Days of Leave in a year subject to prior approvals.

18. You will adhere to the Office timings of the company or the deputed Client when you are based there. For late coming and short of duty hours there are rules and regulations which will be applicable to you.

19. You will not join as employee on roll or provide your services on part time or full time basis to any of our Clients/Business Associates without the Company's permission or knowledge and will not be able to do so till one year after you have ceased association with the **Blue Zone System Private Limited**.

20. Your Employment are liable to be terminated without any notice or Compensation in lieu thereof in case of violation of all the above clauses for misconduct, without being exhaustive and without prejudice to the general meaning of the term 'misconduct' in the case of reasonable suspicion of misconduct, disloyalty, any other act of indiscipline or inefficiency as compared to other employees /Employment Staff or lower performance as compared to other employees/Employment of your category.

21. You shall keep us informed about any change in your residential address, contact details, your civil status and academic/professional qualifications during the term of this Employment.

OFFER LETTER

January 15, 2020
NSEIT/HR/OL/SD/04548

To,
Yogini Thakare
Near Sai Temple
Ainshet
Wada
Palghar 421303

Dear Yogini,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Systems Analyst" in our company.

1. Your traineeship will be for a period of Two years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of **Rs.25,650/-** per month.
3. You are required to sign a commitment for serving the organization for a minimum period of 2 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

If you find the above terms and conditions acceptable, we expect you to join us on or before **January 20, 2020**.

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer.

A detailed appointment letter will be issued to you on joining.

Note: This offer made to you is on the basis of the details declared by you in the Employment Application Form (EAF). In case of any discrepancies found in the EAF the said offer will stand null and void with immediate effect.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Tina Mathew
Head - HR & Admin.

OFFER LETTER OFFICE COPY

January 15, 2020
NSEIT/HR/OL/SD/04548

To,
Yogini Thakare
Near Sai Temple
Ainshet
Wada
Palghar 421303

Dear Yogini,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Systems Analyst" in our company.

1. Your traineeship will be for a period of Two years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of **Rs. 25,650/-** per month.
3. You are required to sign a commitment for serving the organization for a minimum period of 2 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

If you find the above terms and conditions acceptable, we expect you to join us on or before,

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer **January 20, 2020**.

A detailed appointment letter will be issued to you on joining.

Note: This offer made to you is on the basis of the details declared by you in the Employment Application Form (EAF). In case of any discrepancies found in the EAF the said offer will stand null and void with immediate effect.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Tina Mathew
Head - HR & Admin

I accept the terms and conditions of my Offer.

Signature & Date

OFFER DETAILS

Place of Work:

The initial place of work for carrying out your assignment shall be as given below:

Posting : Mumbai Base Location: NA

Area of Operation: NA

Note: NA

Your working days will be **Monday to Friday**.

Remuneration:

Your salary and allowances will be as per the details attached to this letter and marked as Annexure I.

Probation:

You will be on probation for a period of 6 months from your date of joining.

Medical Fitness:

Your appointment will be subject to your being found medically fit for service in the Company and satisfactory report thereof being received by the Company. You will mandatorily be required to undergo the Medical examination at the company designated laboratories prior to joining the company. On receipt of your acceptance of the offer, the company will inform you regarding the necessary steps to be taken for the medical.

Submission of Documents:

At the time of reporting for duty the documents as per Annexure II should be submitted. Original documents must be produced for verification purposes and the same will be returned to you after completion of the verification process. The Company reserves the right to revoke the offer or appointment if any discrepancy is found in your documents.

If any statement, documentation, declaration or information given by you at any time, is found to be fraudulent / false or if any material / particular is suppressed / misinformed, your services are liable to be terminated forthwith without any notice or compensation in lieu thereof.

Your appointment will be subject to your furnishing such information as the Company may require from time to time and subject to your services being acceptable in the light of the information furnished.

Background Verification:

The Company reserves the right to carry out reference verifications or background checks (not restricted to the last salary drawn, past employment, use of banned / illegal drugs / narcotic substances, criminal records etc.) prior to your joining the Company or during the course of your employment with the Company. You understand and acknowledge that this is a requirement and you have no objections whatsoever if such checks are carried out by the company or a third party agency engaged by the company.

Initials



NSE

NSEIT

Yogini Thakare

Continuation Sheet

Notice Period / Termination:

- a. Either party can terminate the contract of employment by giving 90 (Ninety) days notice in writing (subject further that such requirement shall extend to you during the tenure of probation period as well) subject to the Company's right to pay salary in lieu thereof to you. The Company may also waive the requirement of serving notice period by you, either in full or part, solely at its own discretion and recover salary in lieu of notice period (*pro rata if applicable*) from you. However, should you sign any Service Agreement / undertaking with the company as a part of your employment process or later during the course of your employment with the company, you will then not be allowed to terminate your employment with the company unless you comply with the terms and conditions of the Service Agreement / Undertaking.
- b. It will be mandatory for you to serve the full notice period without taking any leave to help with complete hand over of all your responsibilities to an identified person. Any exceptions to this will be allowed only on special approval of your BU head. In such cases your notice period and release date will be extended on a pro-rata basis to the extent of the leaves taken.
- c. Company may, in certain circumstances, prefer to terminate your services without the notice period or a reduced notice period if there is a lack of business opportunity or your non competence, in such case, you will be paid salary in lieu of thereof for those many days.
- d. Similarly, if you are willing to serve the full notice period but the Company desires your early release for any reason, the Company will pay you salary in lieu of the relevant notice period.
- e. Your services are liable to be terminated forthwith without any notice or compensation or in the alternative, you shall be liable to disciplinary action and imposition of penalty in accordance with the Company Staff Rules if after your report for duty the Company receives information that you have prior to joining the Company's services committed any act of misconduct, furnished fraudulent information or during your service in the Company, violated Company policy/ Code of conduct/ Staff Rules and regulations, Employment contract or if you are guilty of any act of misconduct, dishonesty, fraud, misdemeanor, which, in the opinion of the Company renders you unfit to serve in the Company.
- f. Salary in all the above cases refers to Basic Salary.

Initials

Annexure I

COMPENSATION DETAILS

Name	Yogini Thakare		
Designation	Trainee Associate Systems Analyst	Grade	E11
w.e.f	January 20, 2020		
	Compensation Head	Monthly	Annual
PART I	Fixed Components		
A	Salary		
	Basic	6,600	79,200
	HRA	3,300	39,600
	Conveyance Allowance	1,600	19,200
	Medical Allowance	1,250	15,000
	LTA	1,250	15,000
	Executive Allowance	9,825	1,17,900
	Food Allowance	1,500	18,000
	Mobile Charges Reimbursement	325	3,900
	Total A	25,650	3,07,800
B	Retirals / Other Benefits		
	Employer Contribution to Provident Fund	1,800	21,600
	Gratuity	550	6,600
	Total B	2,350	28,200
	Total of PART I (A+B)	28,000	3,36,000
PART II	Variable Components		
	Variable Pay *		14,000
	Total of PART II		14,000
	Cost to Company (PART I + PART II)		3,50,000
Please note:			
1. All Allowances / Bonuses / Incentives / Rewards / Benefits will be paid / reimbursed as per the Company policy. Employees who are on the rolls of the organization on the day of disbursement will be eligible for the same.			
2. All employees are requested to keep themselves updated with changes announced in policies and procedures on the HRMS.			
3. Payment of Gratuity will be in accordance with the Gratuity Act, 1972.			
4. In case of any amendment in compliance law, the company reserves right to restructure the salary components keeping the CTC intact adhering to compliance			
* Currently paid bi-annually in July and January every year s.t. performance.			
In addition to the above:			
The company provides the following benefits for their employees, the premium for which is directly paid by the company:			
a. Medclaim for employees and their eligible dependents (as defined by the company).			
b. Personal Accident Policy for the employees			



Initials

Annexure II

LIST OF DOCUMENTS

You are required to submit the following documents* on the day you join the Company:

1. Experience Certificate :

Relieving letter / Resignation Acceptance Letter from immediate previous employer.

(All the previous organizations mentioned in Employee Application Form).

2. Academic Qualification :

Certificate(s) / Marksheet (s) awarded by University/Institutes for S.S.C., H.S.C., Graduation, Diploma level / Post graduation as applicable.

3. Proof of Age (Any One) :

School Leaving Certificate, S.S.C. Certificate, Birth Certificate, Transfer Certificate

4. Proof of Residence (Any One) :

Driving License, Passport, Ration Card, Ownership Agreement, Bank Statement, Electricity Bill, Telephone Bill, Passport, Leave and License Agreement

5. PAN Card

6. Aadhaar Card (in case of not having Aadhaar Card, please submit Enrolment ID receipt)

7. Photographs 3 passport size photos with white colour background)

1 stamp size photograph for ID Card.

- Please note that the copies of qualification/ mark sheets and experience certificates should be duly attested or else originals can be produced for verification purpose.
- You are requested to note that the processing of the salary will be subject to the submission of the PAN details. In case you do not have a PAN number please initiate the application process for the same immediately and carry the acknowledgement as issued by the Income Tax authorities with you on the day of joining. A copy of this acknowledgement would need to be submitted for our records, in the interim period, till you receive the PAN card.

Initials



Mr. Gharat Jugal Ashok
102 Sagar Bhushan Behind,
Panchamrut Hotel Bazar,
Virar East 401305.

12 Feb, 2021

Sub: Offer Letter for the Post – Network Engineer L1 at HTIS Telecom Pvt. Ltd.
Assignment: HTIS **Location: Mumbai.**

Dear Ashok,

This refers to our discussion & the subsequent interviews you had with us. We are pleased to appoint you as “**Network Engineer L1**” on “**Feb 22, 2021**” as per the terms & conditions applicable to this appointment and are recorded below for your consideration & acceptance.

1. **Place of Work:** Your Initial Posting will be at “**Mumbai**” & you shall report to the Project Manager.
2. **Probation:** You will be on probation for a period of six months from the date of joining. Review of performance shall take place at the end of probation period. Your services shall be confirmed in the company if your performance is found to be satisfactory during the probation period.

During the period of probation your services can be terminated at any time without any prior notice.

3. **Notice period:** Your employment with the Company may be terminated after giving a notice of three month or basic salary in lieu thereof. However, you are bound to give three month notice before leaving the services of the Company – while in training or there after. You will ensure that all your on-going activities are successfully completed and handed over as per the Company guidelines on the separation process. Depending upon business requirements, the Company may or may not accept your request to shorten serving of the notice period against the payment of salary in lieu of such shortened notice period. Hence should you decide to voluntarily leave the services of the Company or there be a separation by way of dismissal on grounds of indiscipline/ misconduct and/or performance or continued absence from services without sufficient cause or authorization (of which the Company shall be the sole judge) or abandoning your services before completing one year from your Date of Joining; the Company reserves the right to recover appropriate (of which the Company shall be the sole judge) cost from your full & final settlement.

However in case of breach of rules of the company, misconduct or wrong declaration of facts & figures, your services are terminable with immediate effect. In such event it would not be necessary for the company to give you any notice whatsoever.

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



4. **Responsibility & Accountability:** You will be responsible for achieving planned results both in terms of quality & quantity & as required by our external as well as internal customers. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the misuse of your credentials.
5. **Remuneration:** You shall be paid Rs 2, 40, 000 (Rs. Two Lakh Fourty Thousand Only) per annum as CTC. (Annexure 1).

In addition to the above:

- a) You shall be covered under personal accident insurance policy of Rs. 3, 00,000/- (Rupees Three Lakhs) & Medical Insurance of Rs. 2 Lakhs.
- b) You shall be covered under Term insurance policy of Rs. 10, 00,000/- (Rupees Ten Lakhs).
6. **Leave Policy:** You will be entitled to leave & holidays as per the leave policy of the company.
7. **Discipline:** During your employment with us, you shall be subject to the company rules and such rules as made by company from time to time and maintain the confidentiality of any information shared with you during your course of stay in the company and shall abide by the company rules and ensure all data or information is returned to the company office before leaving the Organization. You shall extend all cooperation to the client's employees, customers, representatives, etc and do all such things diligently, faithfully and to the best of your skill and ability as may be necessary to serve client and performed all the duties entrusted to you from time to time. We expect you to work with the high standard of initiative, efficiency and economy.
8. **Transfer:** Your services are transferable to any place in India as per the business requirement of the company.
9. **Important:** The compensation information is confidential. We request you to use discretion in handling your compensation-related information. As a company policy, we prohibit sharing this information with other employees or unauthorized personnel. Any violation of this will be treated as a serious matter by the company.
10. **Terms & Condition of Employment:** Please note that terms & condition & other stipulations covered under this contract of employment, shall from sole basis of relationship between you & company and no other promises, assurances or indications of any kind, shall part of this contract of employment, unless the same is specified in writing to the effect. However your services are liable to be transferred to any place in India. If we do not receive acceptance and documents mentioned in annexure 3 then this letter stand automatically cancelled and withdraws.

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



10.1 Termination of Service:

- a) If you remain absent from your duties, for 7 days continuously without any intimation or prior permission of your superior.
- b) Without being exhaustive, if you indulge in any indecent behavior with any of your colleagues within our organization or our client's organization or activity found objectionable to us.
- c) If you are found/reported to have indulged or associated in any activity, which would without being exhaustive, include any antisocial, antinational or immoral activity and also any activity against the interest of our organization.
- d) If any information declared by you or documents submitted by you, at the time of your interview /selection is found to be incorrect, forged or fabricated.

10.2 While deputed at the premises of any of our client:

- a) You shall follow rules, procedure, practices prescribed by the client concerned relating to safety & health.
- b) You will maintain decorum of our client concerned and shall not commit breach of any rules & regulations of client concerned.
- c) You shall regularly & punctually report for work and be present at client's designated location during the working hours intimated to you.
- d) You shall extend all cooperation to the employees of client concerned, their consultants /representatives etc. and do all such things as may be necessary and comply with all terms of the applicable work/assignment so as to effectively undertake the work / assignment.
- e) Any information/material of any of our clients coming to your knowledge or possession, during the term of the work/ assignment shall be maintained secret and confidential and you shall not divulge the same to any person in any manner and at any time whatsoever
- c) Any material in your possession shall be returned to the client concerned on completion of the work/assignment.

We welcome to our organisation & look forward to a rewarding and happy association with us.

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



For HTIS Telecom Private Limited.

(Authorised Signatory)

I hereby acknowledge & agree to the terms & conditions of my employment as outlined herein above.

Full Name:

Signature:

Date:

- Annexure 1 - Salary Structure
- Annexure 2 - Correspondence Address
- Annexure 3 - Documents Reference Check List

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



CONFIDENTIAL

Annexure 1 - Salary Structure

Salary Components	Monthly		Annual Package
Basic Salary	6500		78000
House Rent Allowance (HRA)	3250		39000
Conveyance	1600		19200
Medical Allowance	1250		15000
Special Allowance	4458		53496
Net Take home	17058		204696
Provident Fund (Employee share)	780		9360
ESIC (Employee Share)	135		1620
Gross salary	17973		215676
Provident Fund (Employer share)	845		10140
ESIC (Employer Share)	582		6984
Insurance	600		7200
CTC/Month	20000		240000

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



Annexure 2 – Correspondence Address

Documents Courier Address:

Ms. Chandni Jain
HTIS Telecom Private Limited.
SCO-58, 2nd Floor, Gopalya Tower
Old Judicial Complex, Civil Lines
Near MorChowk, Gurgaon 122001
Contact No 9711997080

Note:

1. 4 Passport Size photograph along with Resume
2. Photo copy of Voter Card or Driving License
3. Photocopy of PAN card
4. Photo copy of Qualification Certificate – 10th, 12th, Degree or Diploma

** All documents should be self-attested.

Bank Account details:

Bank Holder name:
Account No:
Name of branch with city:
IFSC code:

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



Annexure 3 – Documents Reference Check List

Reference Checklist		Submitted/Not Submitted
S.No	Documents	
1	Copy of Resume	
2	X thMark sheet and Certificate	
3	XII thMark sheet and Certificate	
4	Graduation Certificate	
5	Professional Degree Certificate	
6	Previous employer details	
7	Appointment letter of previous company, including salary annexure	
8	Relieving Letter from last employer	
9	Experience certificate from all previous employments, if any	
10	Copy of passport (all non-blank pages)	
11	4 coloured passport-size photographs	
12	HRD Information Form (While joining)	
13	YOUR BANK ACCOUNT NO WITH IFSC CODE (For Salary)	
14	Police verification form.	
15	PAN card copy	

HTIS Telecom Private Limited

Regd. Office- 580, Sec-13, Hissar.

Head Office- E-94, First Floor, ELTOP, Near CDAC Industrial Area, Phase-8, Mohali, 160071

Branch Office- SCO-58, 2nd Floor, Gopalya Tower, Old Judicial Complex, Civil Lines, Near MorChowk, Gurgaon

Corporate ID U64200HR2012PTC047451

<http://HTIS telecom.in/>



Offer: Computer Consultancy
Ref: TCSL/DT20184872876/Mumbai
Date: 06/01/2019

Mr. Rajat Dogra
Type - C, 57/06B.A.R.C Colony,
Chitralaya,
Boisar-401504,
Maharashtra.
Tel# -

Dear Rajat Dogra,

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 assigned a role in the **Engineering & Industrial Services and Internet of Things (EIS & IOT)** Unit, which is subject to change as per the business requirements of TCSL.

Your gross salary including all benefits will be **₹3,36,875/-** per annum, as per the terms and conditions set out herein. 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 48 hours, 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 issued a joining letter indicating the details of your joining date and initial place of posting. 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.

TCS Confidential
TCSL/DT20184872876

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India
Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 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



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 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 Initial Learning 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.

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,

TCS Confidential

TCSL/DT20184872876

3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 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



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 expense-s towards professional membership as per TCSL's policy.

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

TCS Confidential
TCSL/DT20184872876

4

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 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



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination 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. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

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. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found



unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving



notice as mentioned herein above.

You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a

TCS Confidential

TCSL/DT20184872876

8

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 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



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
 - An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

TCS Confidential

TCSL/DT20184872876

9

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No 2, Thane (West) 400 601 India

Tel: 91 22 6778 2000/2222 Fax: 91 22 6778 2190 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



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

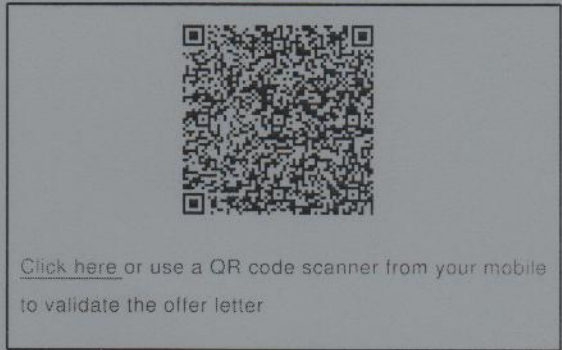
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Rajat Dogra
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
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
TOTAL GROSS	27,415	3,36,875

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 Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning 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.

Table 2: TCSL defined structure for BoB (All Components in INR)

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



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



Confidentiality and IP Terms and Conditions

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS (including for avoidance of doubt any Confidential Information of its Clients) that comes into the possession or know of the Retainer/Consultant and shall include the following:

(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant's association with TCS. Program/Software shall mean source code and/or machine instructions wherever resident and on whatever media and all related documentation and software,

(b) All other information and material of TCS relating to design, method of construction, manufacture, operation, specifications, use and services of the TCS equipment and components, including, but not limited to, engineering and laboratory notebooks, reports, process data, test data, performance data, inventions, trade secrets, systems, software, object codes, source codes, copyrighted matters, methods, drawings, computations, calculations, computer programs, narrations, flow charts and all documentation therefore and all copies thereof (including for avoidance of doubt any such material belonging to the Clients of TCS).

(c) Corporate strategies and other confidential and proprietary material and information, which could cause competitive harm to TCS if disclosed,

(d) Customer and prospective customer lists, and

(e) All other information and material, which may be created, developed, conceived, gathered or collected or obtained by the Retainer/Consultant in the course of or arising out of the association with TCS or while in or in connection with or for the purposes of his/her association with TCS or any of the operations and entrusted by TCS to the Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant agrees not to use, or cause to be used, or disclose or divulge or part with either directly or indirectly the Confidential Information for the benefit of or to any third parties except for or on behalf of or as directed or authorized by TCS or to a person having a valid contract with or need under TCS, any Confidential Information. Upon termination of Retainer/Consultant-ship, the Retainer/Consultant agrees to surrender to TCS all Confidential Information that he or she may then possess or have under his or her control.

3. Intellectual Property Rights

The Retainer/Consultant agrees and confirms that all intellectual property rights in the Confidential Information shall at all times vest in and remain with or belong to TCS and Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant shall promptly disclose to an authorized officer of TCS all inventions, ideas, innovations, discoveries, improvements, suggestions, or reports and enhancements made, created, developed, conceived or devised by him or her arising out of his or her engagement with TCS, including in the course of provision of services to the Clients of TCS and the Retainer/Consultant hereby agrees and confirms that all such intellectual property rights shall at all times vest in and remain vested in TCS and agrees to transfer and assign to TCS any interests the Retainer/Consultant may have in such intellectual property rights including any interest in and to any domestic or foreign patent rights, trademarks, trade names copyrights and trade secret rights therein and any renewals thereof. On request of TCS, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, such further instruments, including without limitations, applications for letters of patent, trademarks, trade names and copyrights or assignments thereof, as may be deemed necessary or desirable by TCS to perfect the title of TCS in the intellectual property rights and to effectuate the provisions hereof. All expenses of filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant acknowledges that prior to his or her appointment by TCS, he or she had no knowledge of the Confidential Information of TCS and that such Confidential Information is of a confidential and secret character and is vital to the continued success of TCS's business. The Retainer/Consultant further acknowledges that he or she is associated with TCS in a capacity in which he or she will become acquainted with all or part of such Confidential Information. In order to safeguard the legitimate interests of TCS in such Confidential Information, it is necessary for TCS to protect such Confidential Information by holding it secret and confidential.

5. Use of third party material

The Retainer/Consultant expressly agrees that it shall not in the course of his or her association with TCS and while working on the premises or facilities of TCS or its Clients or in connection with the development of any intellectual property rights or work for or on behalf of TCS, use any third party material or intellectual property rights except those intellectual property rights provided by TCS or expressly authorised by TCS or without having proper authorisation or license or approval of the respective owner of such intellectual property rights.

6. Security policies and Guidelines

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant agrees that he or she shall not make, have made, replicate, reproduce, use, sell, incorporate or otherwise exploit, for his or her own use or for any other purpose, any of the Confidential Information including intellectual properties of TCS that is or may be revealed to him or her by TCS or which may in the course of his or her engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant agree that no license under any patent or copyright now existing or hereafter obtained by TCS is granted, agreed to be granted, or implied by the terms of this Agreement, or by the disclosure to Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant confirms that the fact that the arbitrator shall be a nominee of TCS shall not be a ground for objecting to such arbitration or challenging the decision of the arbitrator. The venue of arbitration shall be Mumbai. Subject to the above arbitration clause, the Parties agreed to the binding jurisdiction of the Courts at Mumbai under the laws of India.

(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein shall find a suitable replacement to the invalid portion that shall be legally valid.

(d) This Confidentiality clause along with other documents executed by the Retainer/Consultant or referenced in any such documents constitutes the entire understanding between the parties and supersedes all prior agreements and understandings pertaining to the subject matter thereof. No delay of omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.

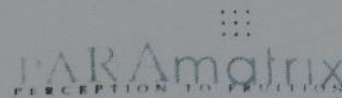


(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



On Demand IT Services

Paramatrix Technologies Pvt. Ltd.

CIN: U72200MH2004PTC144890

Regd Off

E-102, 1st Floor, Sanpada Rly. Stn. Complex

Sanpada, Navi Mumbai - 400 705

Tel: +91-22-41518700

Fax: +91-22-27814846

www.paramatrix.com

To:

Bhaskar Dixit

A/103, Vandana Apartment, Laxminagar, Vira Road, Nallasopara (E)-401209

Ref No: PTP/HR/JOL/2017-18/90

Date: 14/03/2018

Sub: Offer LetterDear **Bhaskar Dixit**,

Congratulations! We are pleased to inform you that you have cleared the relevant tests and interviews conducted during our campus recruitment drive; and hence, we offer you a position in Paramatrix Technologies Pvt. Ltd. (hereinafter also referred to as "the Company" or "Paramatrix") with the designation of **Trainee Software Engineer**. We heartily welcome you to the Paramatrix family.

We request you to read the contents of this offer letter and accompanying annexure/s carefully. Should you require any further clarifications, please contact us at hr@paramatrix.com. A few important points which require your special attention are given below.

- **Date of Joining:**

You are requested to join Paramatrix on **01/07/2018**. Please note that company will solely reserve the right to make any changes in the date of joining, which will be intimated to you accordingly.

- **Location of Initial Reporting:**

The location of your initial reporting and training will be Paramatrix Technologies Pvt. Ltd. E-102, First Floor, Sanpada Railway Station Complex, Sanpada, Navi Mumbai - 400705, Maharashtra, India

- **CTC:**

Your annual CTC will be **Rs. 2,40,068/- Per Annum** (Rupees Two Lakhs Forty Thousand Sixty Eight only) subject to deductions required under law and as per applicable policy of the company, if any.

The details of your salary structure are mentioned in **Annexure III** to this letter. Please go through the same very carefully.

- **Training & Probation Periods:**

On joining, you will be required to participate in our esteemed training programme for a period of around **6 (Six) months**. On successful completion of training, you will be placed on probation, usually for the next **6 (Six) months**. This transition will be solely based on your performance during the training period. The period of training and probation can be either reduced or extended at the sole discretion of management of **Paramatrix Technologies Pvt. Ltd.** The course content used in our regular training has

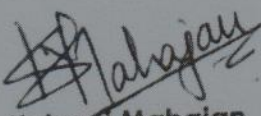
already been explained to you during our recruitment drive. Please note that the content, its order and duration of training may deviate from the prescribed path, based on the business requirements of the company.

- **Performance Evaluation:**
Your performance during training period will be assessed using various assignments and one-on-one discussions between you and your mentors. At the end of training phase, a final performance evaluation will be conducted.
- **Employment Confirmation Procedure:**
On successful completion of the training programme as well as probation period, your employment with Paramatrix will stand confirmed; subject to the terms and conditions of the Company's policies existing at that time. Separate confirmation letters need not be issued to you, and the letter of appointment itself can be considered as the confirmation letter, once the training and probation periods are over and Company has not conveyed any decision to you contrary to it.
- **Location of Posting:**
The location of posting would be communicated to you upon successful completion of training. It will be purely based on business requirements of the Company and may change according to the changing business needs of the Company.
- **Maintenance of Confidentiality:**
The terms and conditions of this offer must be kept confidential. Should there be any breach in maintaining confidentiality of the terms and conditions, the Company reserves the right to withdraw the offer.
- **Acceptance of Offer:**
To accept this offer, you need to fill-up and send the signed photo copy of Offer Acceptance Form (Annexure I) shown below. A duly filled-up copy - including the full content of this offer letter - should be dispatched - within 15 days of receipt of this offer - to the following address:

Sr. Manager, HR
Paramatrix Technologies Pvt. Ltd.
E-102 (1st Floor), Sanpada Railway Station Complex
Sanpada, Navi Mumbai,
Maharashtra, PIN-400 705

Welcome again to **Paramatrix Technologies Pvt. Ltd. and the world of technology for financial services.** We wish you a long, fulfilling, and rewarding career, and look forward to your joining us for the same.

Yours sincerely,



Kalyani Mahajan
Senior Manager-Human Resources

Annexure I

Offer Acceptance Form

I have read and understood the terms and conditions specified in this letter of offer and annexures hereto. I fully agree to abide by the terms and conditions as set forth herein, and the annexure to the same.

Name: _____

Signature: _____

Date: _____

Location: _____

Annexure II

Welcome to Paramatrix Technologies Pvt. Ltd.

This document provides additional details pertaining to the offer of employment from **Paramatrix Technologies Pvt. Ltd.** - henceforth referred as the *Company* - to you - henceforth referred as the *Candidate*. This document is to be read in conjunction with the offer of employment presented by the *Company*.

Role offered: Trainee Software Engineer

Training Period

The training program would consist of classroom training as well as *On-the-Job* training. The duration of classroom training would be purely based on business requirements. *Candidate's* confirmation will be based on the positive contribution to the objectives of the *Company*.

Probationary Period

Candidate will be on probation for a period of 6 (Six) months after completion of regular training, provided the training related goals set by the *Company* are met completely by the *Candidate*. The *Company*, at its sole discretion, may continue to provide additional trainings to the employees during the probationary period too.

Confirmation of Employment

Candidate's confirmation as a permanent employee is subject to successful completion of the probationary period by the candidate. Usually it happens at the end of 6 (Six) months from the date of beginning of probationary period. If the *Candidate's* performance during the probationary period is not found to be up to the mark set by the *Company*, the probationary period may get extended. Please note that the *Candidate's* continued employment with the *Company* is subject to the *Candidate* meeting expected business requirements of the *Company* throughout the period of engagement. *Company* reserves all rights in this regard.

Increments and Promotions

The career-growth of the *Candidate* along with his/her salary will solely depend on *Candidate's* performance and contribution to the growth of the *Company*. Salary revisions generally happen annually, based on business conditions prevalent at that time.

Salary

For detailed information, please refer to **Annexure III** to this Offer Letter.

Employment Bond

The Candidate, before joining for the training, must complete all the processes pertaining to Employment Bond henceforth described as EB. The relevant processes are described below.

1. Before joining the Training, an employee must sign and execute the Employment Bond in the favor of the Company, in the format specified by the Company.
2. By this bond Employee guarantees that if he leaves the Company before the period of **3 (Three)** years, or Company removes him for any valid reason; he will pay the Company the sum of Rs. 3,00,000/- (Rs. Three Lakhs only) immediately.
3. If specifically instructed by the Company, an Employee will have to submit an advance cheque to the Company in that behalf, which shall be cashed by the Company in case Employee breaches any terms of the said Employee Bond.

Selected Candidates can obtain sample templates for these agreements from the HR department of the Company.

Discontinuation of Service & Notice period

During the training and probation period, if Candidate's performance is not found to be satisfactory, the service of the Candidate can be discontinued at the sole discretion of the Company. On such occasions, the Company will issue either a **15 (Fifteen) days'** notice or Candidate's salary in lieu of. During the regular period of employment too (before completion of **3 (Three)** years from the date of joining), this rule will be applicable. The Company reserves the rights to terminate the service of the Candidate immediately for gross dereliction of duty and indiscipline.

If the Candidate wants to discontinue the service with the Company, one of the following conditions will be applicable.

Discontinuation of Service within Three Years of Date of Joining

As described in the section of Employment Bond, the Company, at its sole discretion, may invoke the clauses of Employment Bond and claim the said money. If the Candidate, without any notice, remains absent from service of the Company for over seven (7) days, the Company reserves the right to treat it as intentional discontinuation of service by the Candidate. Applicable notice period shall depend on then existing policies of the company.

Discontinuation of Service after Three Years from Date of Joining

In this case, the Candidate must give **two (2) months'** notice or salary thereof. It is expected that the Candidate fulfills all obligations towards the Company in terms of finishing assignments, completing respective knowledge transfer to other employees, and any other work assigned by the Company, before discontinuing the service. In the event of the Candidate having any incomplete assignment, the Company will retain the discretion to extend the notice period.

Acceptance of Offer

The *Candidate* needs to accept this offer by filling up and signing the *Offer Acceptance Form* (Annexure I) which is given at the end of the letter of offer. This form must be sent to the address given below, within 15 (Fifteen) days of its receipt.

Sr. Manager, HR
Paramatrix Technologies Pvt. Ltd.
E-102 (1st Floor), Sanpada Railway Station Complex
Sanpada, Navi Mumbai, Maharashtra, PIN-400 705

Other Terms and Conditions

1. By accepting this offer, the *Candidate* agrees not to undertake employment, whether full-time or part-time, as the Director/Partner/Member/Employee of any other organization or entity engaged in any form of business activity without written consent of the *Company*.
2. The offer of employment to the *Candidate* as a *Trainee Software Engineer* is conditional upon the *Candidate* passing out the final graduation or post-graduation examination, as the case may be. The *Candidate* will also need to have completed all studies, course requirements and examinations required for the award of the educational qualification, as recorded in the application for employment with the *Company*.
3. The *Candidate* must produce all marks sheets and other relevant documents, in original, at least till the penultimate semester. All these proofs will need to be submitted on the day of joining. Further, the *Candidate* must have been declared as passed by the relevant examination authority.
4. The determination of the adequacy or authenticity of all or any of the proofs and any condoning of delay in submission of the same will be at the *Company's* sole discretion.
5. There are various policies and rules and regulations in place in the *Company*. These policies will be applicable to all the *Candidates* joining the *Company*. The details of those policies will be provided in *Employees' Handbook*, which will be available to the *Candidate* at the time of joining the *Company*. The *Candidate* must agree to abide by all those rules and regulations, at the time of joining the *Company*.
6. The *Company* reserves all the rights to add, remove or alter any of the rules and / or policies prescribed by the *Company* at any time with or without prior notice of the changes and such changed rules and policies shall be mandatory and binding to all employees (in applicable cases to ex-employees also for agreed and defined period.)

Read, understood and agreed at free will:

Name & Signature of Candidate

Confidential

Annexure III

I - Training Phase

A. Monthly Component:	Amount (Monthly)	Effective Amount
Basic	1981	11886
HRA	991	5946
Conveyance	1600	9600
Medical Allowance	1250	7500
EPF -Employer's Contribution	238	1428
ESIC -Employer's Contribution	438	2628
Leave Travel Allowance (LTA)	1450	8700
Special Allowance	1957	11742
Gross Salary (A)	9905	59430
B. Benefit Components:		572
Gratuity*		0
GMI / GPA / GTL **		572
Benefits (B)		60002
I - Total- During Training Phase (A+B)		0
Deductions:	238	1428
EPF -Employee's Contribution	162	972
ESIC -Employee's Contribution	175	1050
Professional Tax		

II - Probation Phase

C. Monthly Component:	Amount (Monthly)	Effective Amount
Basic	3234	19404
HRA	1617	9702
Conveyance	1600	9600
Medical Allowance	1250	7500
EPF -Employer's Contribution	388	2328
ESIC -Employer's Contribution	649	3894
Leave Travel Allowance (LTA)	1450	8700
Special Allowance	4512	27072
Gross Salary (C)	14700	88200
D. Benefit Components:		1866
Gratuity*		-
GMI / GPA / GTL **		1866
Benefits (D)		90066
II-Total- During Probation Phase (C+D)		
Deductions:	388	2328
EPF -Employee's Contribution	239	1434
ESIC -Employee's Contribution	200	1200
Professional Tax		30000
III. Individual Performance Incentives:		60000
IV. Longevity Bonus***:		
Cost to Company (I+II+III+IV)		240068

Confidential

Handwritten signature



Guidelines:

1. Training Phase is from 1st Jul to 31st Dec Year (2018). If due to any reasons Training Phase is extended the structure would continue to remain as mentioned above
2. Please note that the employees are expected to visit the link Wiki->General Documents->Employees Handbook-> Remuneration Guidelines, from time to time to keep themselves updated on the amendments in the applicable policies.
3. Tax Deduction at Source / Income Tax will be deducted as applicable as per prevailing Govt. Rules and Regulations.

Note:

*Gratuity is payable as per the company policy under the Payment of Gratuity Act 1972.

** If ESIC is not applicable then only you will be considered for GMI, GPA and GTL Policies. You will be covered under our Group Medical Insurance (GMI) policy of Rs. 1 Lakh per annum for self for service in India.

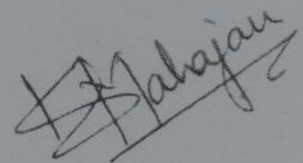
You will also be covered under our Group Personal Accident (GPA) Insurance policy of Rs. 2 Lakh per annum for self for service in India. This is applicable while travelling on official International assignments as well.

You will also be covered under our Group Term Life (GTL) Insurance policy of Rs. 2 Lakh per annum for self for service in India.

*** **Longevity Bonus** - The disbursement of amount of Longevity Bonus happens only after the completion of the annual performance assessment exercise of Third Year (2021). The amount will be paid to an employee subject to the condition that; an employee is on the rolls of the company at the time of the payment and an employee has not submitted the resignation before the aforesaid payment.

Read, understood and agreed at free will:

Name & Signature of Candidate





NETWORK INTELLIGENCE

ISO 27001 Certified | PCI DSS QSA

19th February 2019

INTERNSHIP LETTER

Dear Swanand Harihar Vartak,

On behalf of Network Intelligence (I) Pvt. Ltd., we are pleased to confirm you coming on board as "Intern" in the **SSC Team**, based in **Mumbai**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. We are excited about your internship with us starting on **25th February 2019**. Your roles and responsibilities are outlined in **Annexure A**.

Your stipend is **Rs. 15,100/- per month** and will be subject to all statutory deductions. Depending on your performance you will receive confirmation letter after completing 6 months of internship with us. Depending on your performance your CTC will range between 3.0 – 3.25 lakhs per annum once you are confirmed.

You will be governed by any rules, regulations, policies and practices that may change from time to time. Your compensation details are confidential, and you may discuss it only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our Company. At the time of joining, it is mandatory for you to submit the documents mentioned below.

As a token of your acceptance of our offer and the terms of this letter, please sign in the space provided below indicating your acceptance of our offer and mail the duplicate copy of the duly signed offer letter to us at the above-mentioned address within seven days of receipt of this letter, after which period this offer shall lapse automatically.

By accepting this offer, you hereby acknowledge and agree that the provisions herein are contingent on the successful completion of the background verification proceedings which may include the use of an external agency to check your prior employment, education, and criminal records. These proceedings will not be conducted without your formal and written consent (an authorization form will be sent to your attention should it be required). If any of the statements you provided during the course of your interview, in the details of your resume, or any other documents you provided are found to be inaccurate or false, it may result in nullification of this offer and corresponding termination of your employment with the firm. If you decide to leave the Company within a period of less than two years, the Company reserves the right to not issue a relieving/experience letter.

We look forward to you joining our team. If you wish to discuss any detail of this offer, please feel free to contact us.

Sincerely,

For Network Intelligence (I) Pvt. Ltd.

Rabiullah Shaikh
Sr. Manager – HR

www.niconsulting.com

Network Intelligence India Pvt.Ltd.
204 Ecospace IT Park, Off Old Nagardas Road,
Andheri (E), Mumbai 400069, India
T +91 22 49711576. +91 2226392628, +91 2226399353
GSTIN - 27AABCN6183F1ZE
Corporate ID No. U72900MH2001PTC132893

Network Intelligence India Pvt.Ltd.
5th Floor, Lotus Nikamal Business park,
New Link Road, Andheri (W) Mumbai 400053, India
T +91 22 49711576. +91 2226392628 +91 2226399353

info@niconsulting.com



NETWORK INTELLIGENCE

ISO 27001 Certified | PCI DSS QSA

Acceptance

I hereby accept the position and terms and conditions of employment offered. The following documents have been attached for your records or shall be provided to the company on _____ and I will join the company on _____

Annexure A

1. Passport Copy 2. Copy of Educational Certificates. 3. PAN Number 4. Three color passport photographs. 5. Form 16 A and Salary Slip from previous employer 6. CPH / CISC / CPFA Certificate.

Annexure B

Your main position will be as "**Intern**" and your key responsibility areas would be:

- Monitor Triage systems for new customer reported suspicious emails
- Perform initial assessment on reported suspicious emails to determine if email poses a threat to the customer, or is benign
- Initiate threat analysis case for emails that pose a threat to the customer and escalate to Sr. Threat Analysis team member.
- Assist Sr. Threat Analysts during investigations.
- Maintain ownership of cases opened for customers including updating cases, communicating with the customer, and documenting resolution
- Assist in production of monthly customer reports
- Maintain adequacy of skills by attending approved conferences, training, and other related events
- Assist with creation and maintenance of products including updates and upgrades, backups, and troubleshooting
- Response to customer requests submitted via ticketing systems and other communication channels
- Other duties as assigned

NOTE - "You shall be expected to carry out tasks, from time to time, commensurate with your skills and experience as directed by the management or their deputed executives."

Accepted

Date

www.nilconsulting.com

Network Intelligence India Pvt.Ltd.
204 Ecospace IT Park, Off Old Nagardas Road,
Andheri (E), Mumbai 400069, India
T +91 22 49711576 +91 2226392628 +91 2226399353
GSTIN - 27AABCN6183F1ZE
Corporate ID No. U72900MH2001PTC132893

Network Intelligence India Pvt.Ltd.
5th Floor, Lotus Nilkamal Business park,
New Link Road Andheri (W), Mumbai 400053, India
T +91 22 49711576 +91 2226392628 +91 2226399353

info@nilconsulting.com

28

bizomatics india pvt ltd

Opus Park, 4th floor, Plot No. F-21, Central MIDC Road, Opp. Seepz Main Gate No. 1,
Near Seepz Best Bus Depot, Andheri (E), Mumbai - 400093, MH, India.

2018

15th April 2019

To,
Vishakha Patil,
Mumbai.

Dear Vishakha,

Further to your acceptance of the offer letter with Bizomatics, we are pleased to appoint you in our organization.

Congratulations and welcome to Bizomatics. We look forward to years of fruitful cooperation and success. We wish you the best of luck.

Your appointment will be governed by the policies, rules, regulations, benefits and terms & conditions Bizomatics as applicable to you and the changes therein from time to time.

Yours sincerely,
For Bizomatics India Pvt. Ltd.



Anuradha Deshpande
Head HR - India



1

29

SYNTEL PRIVATE LIMITED
SEZ - Unit
(Syntel - Special Economic Zone)
Plot No. B-1/B2, Software Technology Park,
Dehu - Alandi Road, MIDC Talawade, Tal -
Haveli,
Pune - 412 114 India
Tel: 91 020 40701000
Fax: 91 020 40781100

Date: 27th September 2018

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Simi Mathai Simon,
Syntellect ID: SBEC1815598

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with Syntel nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case



Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Syntel family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,

Adarsh Krishna
Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions.

Signature _____

ANNEXURE A
SALARY DISTRIBUTION

Name : Simi Mathai Simon			
Designation : Associate Consultant			
Band : AC1			
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)	-	1,500	18,000
Special Allowance (D)	-	2,830	33,960
City Allowance (EE)	-	903	10,840
Bonus (F)	-	2,000	24,000
Co.'s Contribution to PF (G)	-	1,800	21,600
Transport Expenses	-	1,600	19,200
Medical Reimbursement Expenses	-	1,250	15,000
Sub-Total - I (H)	100%	25,433	305,200
Reimbursements and Other Benefits			
Leave Travel Assistance	-	400	4,800
Sub-Total - II	-	400	4,800
Total Compensation (I + II)	-	25,833	310,000

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills – your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

①



Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Syntel family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,

Adarsh Krishna
Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions.

Signature

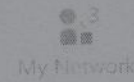
ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills – your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

ANNEXURE A
SALARY DISTRIBUTION

Name : Simi Mathai Simon			
Designation : Associate Consultant			
Band : AC1			
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)		1,500	18,000
Special Allowance (D)		2,830	33,960
City Allowance (EE)		903	10,840
Bonus (F)		2,000	24,000
Co.'s Contribution to PF (G)		1,800	21,600
Transport Expenses		1,600	19,200
Medical Reimbursement Expenses		1,250	15,000
Sub-Total - I (H)	100%	25,433	305,200
Reimbursements and Other Benefits			
Leave Travel Assistance		400	4,800
Sub-Total - II		400	4,800
Total Compensation (I + II)		25,833	310,000



Message

Sayli Dhulap · 3rd

CRM at Zycus

Thane, Maharashtra, India · 12 connections · Contact info

Zycus



Mumbai University Mumbai

People you may know

See all



Jagdish Suthar

Associate of Trade Promotion...
33 mutual connections

Connect



Devendra Kashyap

Lead-TA at Clearwater Analytics
20 mutual connections

Connect



Mrudhu

Executive...
17 mutual connections

Connect

Activity

17 followers

Posts Sayli created, shared, or commented on in the last 90 days are displayed here.

See all activity

Experience

Zycus

CRM

Zycus

Jul 2018 - Present · 2 yrs 9 mos
Mumbai, Maharashtra, India

Education



Mumbai University Mumbai



Messaging



MSBTE

Diploma of Education, Computer Engineering

2012 - 2015

Licenses & certifications



PSTS(Professional software testing specialist)

SQUAD Infotech Pvt. Ltd.

Issued Jul 2018 · No Expiration Date

Skills & endorsements

Lead Generation

Market Research

Microsoft Office

Show more



Messaging 2

DATE: 27th November 2019

To,
Prathamesh Wadekar
Employee ID: 3905

Subject: Letter Of Intent -- Product Analyst

Dear Prathamesh,

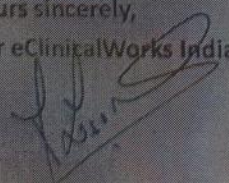
Congratulations on being selected for the position of a **Product Analyst**. We are glad to see you grow within our organization and commend your efforts and dedication towards work.

With reference to your transition, we'd like to inform you, that you would be under probation for a period of 6 months effective 27th November 2019. You will be allowed to apply for Internal Job Postings after the completion of 12 months from your date of transition. Your performance will be evaluated throughout this period and upon successful completion will result in a monetary increment and designation change. During your evaluation, if your performance is found to be inconsistent or inaccurate, we will take you through a performance improvement plan, after which further actions will be determined.

All other terms and conditions of your employment with the Company remain unchanged, unless explicitly communicated.

We look forward to hearing of your achievements and contributions towards the success of the company. All the best!

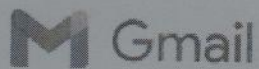
Yours sincerely,
For eClinicalWorks India Pvt. Ltd


Pertwyn Joseph
Director -- Human Resource

eClinicalWorks India Pvt. Ltd.

CIN No. : U72200MH2006PTC165289

Regd. Office : Boomerang A-701 to 705 & Part B1 706, Chandivall Park Road, Near Chandivall Studio, Andheri (E), Mumbai - 400077



TPO ALDEL <tpo.aldel@gmail.com>

Fw: Offer Letter- Packt Publishing

gauri pradhan <gauripradhan1994@rediffmail.com>

26 September 2018 at 15:04

To: namdevp@sjcet.co.in

Cc: tpo.aldel@gmail.com

Note: Forwarded message attached

-- Original Message --

From: Loyson Mascarenhas loysonm@packtpub.com

To: gauripradhan1994@rediffmail.com

Subject: Offer Letter- Packt Publishing

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

From: Loyson Mascarenhas <loysonm@packtpub.com>

To: gauripradhan1994@rediffmail.com

Cc:

Bcc:

Date: Wed, 18 Jan 2017 11:22:45 +0000 (GMT)

Subject: Offer Letter- Packt Publishing

Hi Gauri,

Congratulations!

As discussed, please find the offer letter attached for the post of a Content Development Editor.

I have maintained your joining date as **1st June, 2017** at 11:00 am.

It would be great if you reply to this mail and confirm your acceptance.


Copies of the following documents are mandatory to be submitted by you on the date of joining:

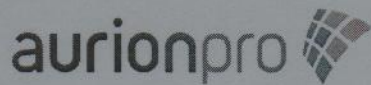
- 2 latest passport size photographs
- 3 Copies of PAN Card
- Copy of Address proof - Passport/Aadhaar card/Lease agreement/Driving license.
- Copies of Educational documents - Certificates / mark-sheet
- Copies of Relieving letter/experience letter of all the previous companies and last 3 months salary slips of the previous company.

Thank you

Loyson Mascarenhas
Talent Acquisition Executive
P&C Team
Skype: packt.loysonm
Mob: +91 7045927498
www.packtpub.com

This E-mail is confidential. It may also be legally privileged. If you are not the addressee you may not copy, forward, disclose or use any part of it. If you have received this message in error, please delete it and all copies from your system and notify the sender immediately by return E-mail. Whilst Packt Publishing Ltd take every reasonable precaution to avoid the transfer of software viruses or defects that may cause damage to computer systems, it is the responsibility of the recipient to ensure that all emails and attachments received are free from infection.

 **Offer Letter - Gauri Pradhan.pdf**
284K



Welcome to aurionPro Solutions Ltd. Wish you all the best for your journey with aurionPro solutions Ltd.

This document will be of great value to you in completing your joining formalities, please do read it carefully.

You will need to carry with you:

1. Passport size Photographs – 4 Nos.
2. Photocopy of SSC Mark sheet, HSC Mark sheet, Degree certificate, Professional courses certification. In case you have not yet received the certificates; please do submit it as soon as you get it.
3. Local and Permanent residence proof.
4. In case you hold a passport, Please submit an attested copy of the name and address pages. In case you do not have a passport, please apply ASAP.
5. Attested copy of Permanent Account Number (PAN) issued by the Income Tax authorities.
6. Note*: Please provide marriage certificate if name changed after marriage specifically for females.
7. In case Aurionpro Solutions is not your first employer,
 - a) The letter of acceptance of your resignation with the Company's Stamp or relieving letter from your previous letter.
 - b) The salary certificate from the previous employer.
 - c) Earlier employers HR email Id.
 - d) Relieving letter and experience letter of all employment reflected in resume.

- e) One bank account detail with IFSC code for PF form completion.
- 8. We bank with Axis bank. If you have a salary account with them, please submit your Axis account number and customer identification number. If you don't then we will help you open one. To help you open a new account, we require your photo ID proof and residence proof.
- 9. If you plan on adding other holders on your salary account, please bring a photograph and proof of residence (copy of passport \ PAN card \ voter ID card) for each holder.

10. To complete the joining formalities you also need to provide:

- a) Your blood group
- b) Details of professional training programs attended and certifications viz name of Diploma \ Certification, branch of study, institute or college name, start and end dates for certifications, the validity of the certification.
- c) In case you are a member of an employee provident fund, your account or PF number. After you join, the finance department will give you form No 13 for PF transfer on request. You get the PF Transferred No. and UAN No. You should also know the name and date of birth of your nominees for completing the new provident fund nomination form.
- d) Form 16,
- e) In case of absence of Form 16, you need to give declarations regarding your Savings, Investments etc.

**Submission of all above-mentioned documents is mandatory at the time of Joining.
Please bring along your original documents for verification purpose**

* * *

Please find the details of students

=====
Thanks & Regards,

Namdev S. Patil

Corporate Relations, Training & Placement Officer
St. John College of Engineering & Management
Vill-Vevoor, Manor Road,

Palghar (E), Dist- Palghar - 401 404.

Contact:- 9769 401 269 / 9594 971 269

e-mail:- namdevp@sjcet.co.in / tpm.armiet@gmail.com
web:- www.sjcet.co.in



On Thu, Jun 28, 2018 at 3:50 PM, Singh, Suhani <ssingh270@dxc.com> wrote:

Dear Mr. Patil,

We need to send the letter of intent to these candidates, please share the required details with us ASAP.

Regards,

Suhani Singh

College Hire Program|Human Resources

DXC Technology

Galaxy Business Park, Noida Towers A-44/45, Sector 62,
Noida-201301

| t: +91 120 6704761 |

From: Singh, Suhani
Sent: Friday, June 22, 2018 5:29 PM
To: 'Namdev Patil' <tpm.armiet@gmail.com>
Cc: Chandrashekar, Naveen <nchandrashek@csc.com>
Subject: RE: Regarding the Result of Campus Recruitment Drive

Dear Sir,

Please find below the names of candidates selected for the drive – please share the data in the attached format

There are some 10 more selects – I shall share their names shortly.

Sr No	Name	College Name
1	Drashti Panchal	St Francis Institute
2	Sanjana Devadiga	Vidyavardhini College
3	Shabbir Governor	St John College
4	Ashley peter Rodrigues	St Francis Institute
5	Akshay Nayak	St Francis Institute
6	Dixita Surti	St Francis Institute
7	Tejal Bhogle	Universal College
8	Suchit Mohare	Lokmanya Tilak College
9	Ajinkya Saxena	Shree L R Tiwari College
10	Ankit Pandey	Rizvi College
11	Lokeshwari Bonthu	Saraswati College
12	Smeet Patel	Shah and Anchor Kutchi College
13	Saylee patil	Vidyavardhini College
14	Mayuri Mandole	Vidyavardhini College
15	Ankita Gaud	Thakur College
16	Pratik Mhatre	Vidyavardhini College
17	Ram Singh	Lokmanya Tilak College
18	Zaid Qadri	A P Shah Institute
19	Praveen Pandey	St John College
20	Riddhik Pankhania	Shah and Anchor Kutchi College
21	Ratan Gupta	Thakur College
22	Arvind Shukla	Shah and Anchor Kutchi College
23	Sanmesh Sankhe	Vidyavardhini College

24	Suraj Sakpal	Shah and Anchor Kutchhi College
25	Hemant Singh Rautela	D J Sanghvi college
26	NEIL Sawant	Lokmanya Tilak College

From: Namdev Patil [mailto:tpm.armiet@gmail.com]
Sent: Friday, June 22, 2018 4:28 PM
To: Singh, Suhani <ssingh270@csc.com>
Cc: Chandrashekar, Naveen <nchandrashek@csc.com>
Subject: Regarding the Result of Campus Recruitment Drive

Respected Ma'am,

Greetings of the Day!

I hope you are doing well !!

On Behalf of Training & Placement Officers of various participant colleges I would like to thank you for giving an opportunity to the students. Special thanks to Naveen Sir.

It was really a wonderful & interactive process of interviewing students, they are really happy to know about company.

Students are eagerly waiting for the final result of the process. So I would like to request you to share the status of Campus Recruitment process.

Looking forward to a positive response!

Have a great day ahead!

=====
 Thanks & Regards,

Namdev S. Patil

Corporate Relations, Training & Placement Officer
St. John College of Engineering & Management
 Vill-Vevoor, Manor Road,

Palghar (E), Dist- Palghar - 401 404.

Contact:- 9769 401 269

e-mail:- namdevp@sjcet.co.in / tpm.armiet@gmail.com
 web:- www.sjcet.co.in

DXC Technology India Private Limited (formerly CSC Technologies India Private Limited) - Unit 13, Block 2, SDF Buildings, MEPZ SEZ, Tambaram, Chennai 600 045, Tamil Nadu. Registered in India, CIN: U72900TN2015FTC102489.
 DXC Technology Company -- This message is transmitted to you by or on behalf of DXC Technology Company or one of its affiliates. It is intended exclusively for the addressee. The substance of this message, along with any attachments, may contain proprietary, confidential or privileged information or information that is otherwise legally exempt from disclosure. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient of this message, you are not authorized to read, print, retain, copy or disseminate any part of this message. If you have received this message in error, please destroy and delete all copies and notify the sender by return e-mail. Regardless of content, this e-mail shall not operate to bind DXC Technology Company or any of its affiliates to any order or other contract unless pursuant to explicit written agreement or government initiative expressly permitting the use of e-mail for such purpose.

Namdev Patil <tpm.armiet@gmail.com>
 To: "Singh, Suhani" <ssingh270@dx.com>

Sat, Jun 30, 2018 at 9:52 AM

Cc: "Chandrashekar, Naveen" <nchandrashek@dxc.com>

Respected Ma'am,

Greetings of the Day!!

Thanks for sharing the list of selected Candidates

Ajinkya Saxena from Shree L R Tiwari College is selected by L & T Infotech so he is willing to join LTI so please do not consider his candidature

=====
Thanks & Regards,

Namdev S. Patil

Corporate Relations, Training & Placement Officer

St. John College of Engineering & Management

Vill-Vevoor, Manor Road,

Palghar (E), Dist- Palghar - 401 404.

Contact:- **9769 401 269 / 9594 971 269**

e-mail:- namdevp@sjcet.co.in / tpm.armiet@gmail.com

web:- www.sjcet.co.in



MATPO MEMBER

On Fri, Jun 29, 2018 at 3:00 PM, Singh, Suhani <ssingh270@dxc.com> wrote:

Dear Mr. Patil,

Ajinkya Saxena's data is missing. Please share the details.

Apart from these 26 selects, below 7 are also selected – please share their details as well:

1. Pratik Satish Chaurasia – St.John
2. Kaveri Salunke – Sanjivani College
3. Shraddha Gaikwad - Sanjivani College
4. Pawan Ramesh Poojary – AP Shah Institute
5. Sagar Samundar Nath – PVPP College Of Enng
6. Mayur Madhukar – St Francis Institute
7. Samsher Sudhir Gadkary – Lokmanya Tilak College of Engineering

Regards,

Suhani Singh

College Hire Program|Human Resources

DXC Technology

Galaxy Business Park, Noida Towers A-44/45, Sector 62,
Noida-201301

| t: +91 120 6704761 |

REF-ETH-Q2FY19-IND-100589

21-Nov-2018

Mr. Vicky Satyendra Yadav,
Mumbai

Dear Vicky,

Thank you for your keen interest in **eTouch Systems (India) Pvt. Ltd.** Subsequent to our discussions with you, we are delighted to extend you an offer to join eTouch. We believe you can play an important role in our rapid growth and success, and look forward to welcoming you to the eTouch family.

At the time of Joining, the following will be applicable

1. Designation : Technical Process Executive
2. Tier : Tier 4
3. Track : Infrastructure Operations

Your date of joining would be on **23-Nov-2018**

You will be based at eTouch's **Mumbai** office. You will be on probation from your date of joining for a period of six months. You will continue to do so until the company confirms your services, in writing, based on your conduct and performance during this period meeting the standards of the Company. You would need to serve a notice period of 15 days during Probation and Two Months on or after confirmation, in occasion of resignation from the services.

Your Total Remuneration will be ₹ **211473/- per annum** as per **Annexure -I**

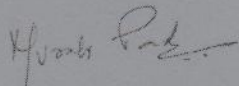
Upon joining you shall be signing the '**Employment Terms and Conditions**' document and the '**Employee Non-Disclosure Agreement**' with us in this regard.

Kindly sign the duplicate copy of this letter as a token of your acceptance of the Offer, and return it to the undersigned on or before **22-Nov-2018**

Please note that the offer is valid subject to successful completion of your Background Verification.

Sincerely

I hereby accept employment on the terms set forth
in this Letter as of this ___ day of ___



Dr. Murali Padmanabhan
Senior Vice President (Level I)

Vicky Satyendra Yadav
(Signature)

Page 1 of 3

eTouch Systems (India) Private Limited

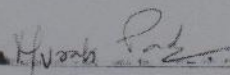
Unit 203, 2nd Floor, Dosti Pinnacle, Plot E-7, Road No 22, Wagle Industrial Estate, Thane (West) 400 604 India | www.etch.com

ANNEXURE – I

COMPENSATION & BENEFITS STRUCTURE			
NAME	:	Vicky Satyendra Yadav	
DESIGNATION	:	Technical Process Executive	
TIER	:	Tier 4	
		Per Month (in ₹)	Per Annum (in ₹)
Base Components (A)		12,350	148,200
	Basic	9,500	114,000
	HRA	2,850	34,200
Basket of Allowances (B)		2,949	35,392
	Special Allowance	1,449	17,392
	Bonus**	1,500	18,000
Retirement Benefits (C)		2,323	27,881
	PF - Company's Contribution	1,140	13,680
	Gratuity**	457	5,481
	ESIC Company Contribution	727	8,721
Cost to the Company (A+B+C)		17,623	211,473

**Gratuity is contributed by the Company and is payable as per the Gratuity Act published by Govt. of India
 **Bonus amount includes bonus payable under per the Payment of Bonus Act, 1965

for eTouch Systems (India) Pvt. Ltd.,


 Dr. Murali Padmanabhan
 Senior Vice President (Level I)

Vicky Satyendra Yadav
 (Signature)

ANNEXURE – II
SUMMARY OF BENEFITS

You would be entitled for the below given benefits

Health Insurance:

The Company will insure you and your 5 dependents for hospitalization as per the policy for an amount of Rs200000/- . Details would be made available on joining.

(Dependents details: Self + Spouse + 2 Dependent Children + 2 Parents or 2 Parent in-laws)

Group Term Life Insurance Policy (GTL) & Group Personnel Accident Coverage (GPA):

The Company will insure you for 1 time of the CTC with a minimum Cover of INR 10 Lakhs. The Policy is applicable to associates posted in India or on eTouch India rolls.

{CTC for GTL & GPA coverage = Base Components (A) + Basket of Allowances (B)}

Maternity Benefit:

The company is also committed to extending the appropriate benefits to the female employees as per the Maternity Benefit (Amendment) Act, 2017.

Marriage Gift:

All Employees getting married during their tenure at the Company are entitled to a gift voucher worth ₹ 10,000/- as a gesture of goodwill. Details would be made available on joining.

Relocation

The Company has a relocation policy in place for candidates who join from Outstation.

Relocation Expense will be reimbursed only on production of Way Bill and the Supporting Documents.

If you decide to leave the services of the Company, within one year of joining, due to any reason, you will have to repay the total expenses incurred on account of your relocation.

for eTouch Systems (India) Pvt. Ltd,



Dr. Murali Padmanabhan
Senior Vice President (Level I)

Vicky Satyendra Yadav
(Signature)

All Benefits are subject to revision at the discretion of Management from time to time.

Page 3 of 3

eTouch Systems (India) Private Limited

Unit 203, 2nd Floor, Dosti Pinnacle, Plot E-7, Road No 22, Wagle Industrial Estate, Thane (West) 400 604 India | www.etchouch.net

OFFER LETTER

November 14, 2018
NSEIT/HR/OL/SD/3230

Pruthviraj Jadhav
1/292, Near Peter Nest
Mandli Street
Bhayandar (W)- 401101

Dear Pruthviraj,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Test Analyst". in our company.

1. Your traineeship will be for a period of Three years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of Rs.12,641/- per month
3. You are required to sign a commitment for serving the organization for a minimum period of 3 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

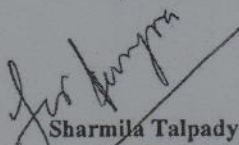
If you find the above terms and conditions acceptable, we expect you to join us on or before November 26, 2018.

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer.

A detailed appointment letter will be issued to you on joining.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Sharmila Talpady
Head - HR & Admin.

NSEIT Confidential
HR/OL/02012017/Ver. 2.3

Page 1 of 3

OFFER LETTER OFFICE COPY

November 14, 2018
NSEIT/HR/OL/SD/3230

Pruthviraj Jadhav
1/292, Near Peter Nest
Mandli Street
Bhayandar (W)- 401101

Dear Pruthviraj,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Test Analyst", in our company.

1. Your traineeship will be for a period of Three years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of Rs.12,641/- per month
3. You are required to sign a commitment for serving the organization for a minimum period of 3 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

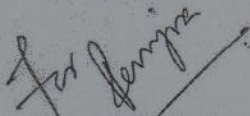
If you find the above terms and conditions acceptable, we expect you to join us on or before November 26, 2018.

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer.

A detailed appointment letter will be issued to you on joining.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Sharmila Talpady
Head – HR & Admin

I accept the terms and conditions of my Offer.

Signature & Date

NSEIT Confidential
HR/OL/02012017/Ver. 2.3

Page 1 of 3

Pruthviraj Jadhav

**Annexure I
COMPENSATION DETAILS**

Name	Pruthviraj Jadhav		
Designation	Trainee Associate Test Analyst	Grade	E11
w.e.f	November 26, 2018		
	Compensation Head	Monthly	Annual
PART I	Fixed Components		
A	Salary		
	Basic	6,600	79,200
	HRA	2,600	31,200
	Bonus	1,800	21,600
	Conveyance Allowance	1,600	19,200
	Executive Allowance	41	492
	Total A	12,641	1,51,692
B	Retirals / Other Benefits		
	Employer Contribution to Provident Fund	792	9,504
	Employer Contribution to ESIC	600	7,205
	Gratuity	550	6,600
	Total B	1,942	23,309
	Total of PART I (A+B)	14,583	1,75,001
	Cost to Company (PART I + PART II)		1,75,001

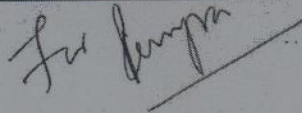
Please note:

1. All Allowances / Bonuses / Incentives / Rewards / Benefits will be paid / reimbursed as per the Company policy. Employees who are on the rolls of the organization on the day of disbursement will be eligible for the same.
2. All employees are requested to keep themselves updated with changes announced in policies and procedures on the HRMS.
3. Payment of Gratuity will be in accordance with the Gratuity Act, 1972.

In addition to the above:

The company provides the following benefits for their employees, the premium for which is directly paid by the company:

- a. Medclaim for employees and their eligible dependents (as defined by the company).
- b. Personal Accident Policy for the employees



_____ Initials

Pruthviraj Jadhav

Annexure II

LIST OF DOCUMENTS

You are required to submit the following documents* on the day you join the Company:

1. Bonafide Certificate
 2. Academic Qualification :
Certificate(s) / Marksheet (s) awarded by University/Institutes for S.S.C., H.S.C., Graduation, Diploma level / Post graduation as applicable.
 3. Proof of Age (Any One) :
School Leaving Certificate, S.S.C. Certificate, Birth Certificate, Transfer Certificate
 4. Proof of Residence (Any One) :
Driving License, Passport, Ration Card, Ownership Agreement, Bank Statement, Electricity Bill, Telephone Bill, Passport, Leave and License Agreement
 5. Passport (in case you do not have a passport please submit application form)
 6. PAN Card
 7. Aadhaar Card (in case of not having Aadhaar Card, please submit Enrolment ID receipt)
 8. For Bank Account Opening :
Address Proof, PAN Card, 2 Photographs
 9. Photographs 3 passport size photos with white colour background)
1 stamp size photograph for ID Card.
- Please note that the copies of qualification/ mark sheets and experience certificates should be duly attested or else originals can be produced for verification purpose.
 - You are requested to note that the processing of the salary will be subject to the submission of the PAN details. In case you do not have a PAN number please initiate the application process for the same immediately and carry the acknowledgement as issued by the Income Tax authorities with you on the day of joining. A copy of this acknowledgement would need to be submitted for our records, in the interim period, till you receive the PAN card.

Initials

OFFER LETTER

November 14, 2018
NSEIT/HR/OL/SD/3230

Pruthviraj Jadhav
1/292, Near Peter Nest
Mandli Street
Bhayandar (W)- 401101

Dear Pruthviraj,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Test Analyst". in our company.

1. Your traineeship will be for a period of Three years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of Rs.12,641/- per month
3. You are required to sign a commitment for serving the organization for a minimum period of 3 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

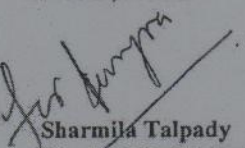
If you find the above terms and conditions acceptable, we expect you to join us on or before November 26, 2018.

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer.

A detailed appointment letter will be issued to you on joining.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Sharmila Talpady
Head - HR & Admin

NSEIT Confidential
HR/OL/02012017/Ver. 2.3

Page 1 of 3

OFFER LETTER OFFICE COPY

November 14, 2018
NSEIT/HR/OL/SD/3230

Pruthviraj Jadhav
1/292, Near Peter Nest
Mandli Street
Bhayandar (W)- 401101

Dear Pruthviraj,

Further to your application and subsequent discussions that we had with you, we are pleased to offer you the position of a "Trainee Associate Test Analyst", in our company.

1. Your traineeship will be for a period of Three years from the date of your appointment in the company.
2. During training period, you will be eligible for a monthly gross salary of Rs.12,641/- per month
3. You are required to sign a commitment for serving the organization for a minimum period of 3 years from the date of joining the organization.
4. Your appointment will be subject to you being found medically fit for service in the company and satisfactory report thereof being received.

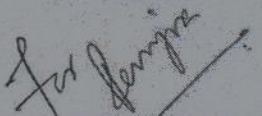
If you find the above terms and conditions acceptable, we expect you to join us on or before November 26, 2018.

Kindly return the duplicate copy of this letter duly signed as a token of acceptance of offer.

A detailed appointment letter will be issued to you on joining.

We look forward to work with you.

Yours Sincerely,
For NSEIT Ltd.



Sharmila Talpady
Head - HR & Admin

I accept the terms and conditions of my Offer.

Signature & Date

NSEIT Confidential
HR/OL/02012017/Ver. 2.3

Page 1 of 3

Pruthviraj Jadhav

**Annexure I
COMPENSATION DETAILS**

Name	Pruthviraj Jadhav		
Designation	Trainee Associate Test Analyst	Grade	E11
w.e.f	November 26, 2018		
	Compensation Head	Monthly	Annual
PART I	Fixed Components		
A	Salary		
	Basic	6,600	79,200
	HRA	2,600	31,200
	Bonus	1,800	21,600
	Conveyance Allowance	1,600	19,200
	Executive Allowance	41	492
	Total A	12,641	1,51,692
B	Refirals / Other Benefits		
	Employer Contribution to Provident Fund	792	9,504
	Employer Contribution to ESIC	600	7,205
	Gratuity	550	6,600
	Total B	1,942	23,309
	Total of PART I (A+B)	14,583	1,75,001
	Cost to Company (PART I + PART II)		1,75,001

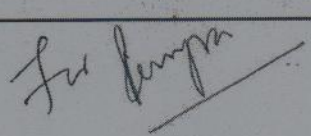
Please note:

1. All Allowances / Bonuses / Incentives / Rewards / Benefits will be paid / reimbursed as per the Company policy. Employees who are on the rolls of the organization on the day of disbursement will be eligible for the same.
2. All employees are requested to keep themselves updated with changes announced in policies and procedures on the HRMS.
3. Payment of Gratuity will be in accordance with the Gratuity Act, 1972.

In addition to the above:

The company provides the following benefits for their employees, the premium for which is directly paid by the company:

- a. Medclaim for employees and their eligible dependents (as defined by the company).
- b. Personal Accident Policy for the employees



Initials

Pruthviraj Jadhav

Annexure II

LIST OF DOCUMENTS

You are required to submit the following documents* on the day you join the Company:

1. Bonafide Certificate
 2. Academic Qualification :
Certificate(s) / Marksheet (s) awarded by University/Institutes for S.S.C., H.S.C., Graduation, Diploma level / Post graduation as applicable.
 3. Proof of Age (Any One) :
School Leaving Certificate, S.S.C. Certificate, Birth Certificate, Transfer Certificate
 4. Proof of Residence (Any One) :
Driving License, Passport, Ration Card, Ownership Agreement, Bank Statement, Electricity Bill, Telephone Bill, Passport, Leave and License Agreement
 5. Passport (in case you do not have a passport please submit application form)
 6. PAN Card
 7. Aadhaar Card (in case of not having Aadhaar Card, please submit Enrolment ID receipt)
 8. For Bank Account Opening :
Address Proof, PAN Card, 2 Photographs
 9. Photographs 3 passport size photos with white colour background)
1 stamp size photograph for ID Card.
- Please note that the copies of qualification/ mark sheets and experience certificates should be duly attested or else originals can be produced for verification purpose.
 - You are requested to note that the processing of the salary will be subject to the submission of the PAN details. In case you do not have a PAN number please initiate the application process for the same immediately and carry the acknowledgement as issued by the Income Tax authorities with you on the day of joining. A copy of this acknowledgement would need to be submitted for our records, in the interim period, till you receive the PAN card.

Initials

Date: 19th December, 2017

Name: Ms. ADITI SANKHE

Address

B-102, Bhagirathi Apt,
Opposite Dhgda Hospital,
Tembhode road, Palghar (West)
Palghar

Dear Candidate,

Congratulations!

We are pleased to confirm you have been selected to work for eCW for a post of "Technical Support". We are delighted to make you the offer.

We would like you to start work in the month of July 2018. We would confirm the date of commencement with you in the month of July 2018.

Terms

- 1. Place of Work** : Your current place of work will be Mumbai, however you may be deputed at the parent/associate company sites, client sites or partner sites outside of Mumbai (Overseas or other India metros).
- 2. Salary** : Your gross annual remuneration will be **Rs. 266,000/-** on CTC (Cost-to-the-Company) basis. The CTC break up will generally be as per Company policy and applicable tax provisions from time to time. The primary components of your CTC initially shall be as per Exhibit A attached.
- 3. Bond** : This is to confirm that this offer issues a bond for 1 year of employment. Date of expiration of bond is 1 year after the effective date.
- 4. Counterparts** : This Offer and its Acceptance may be executed in multiple counterparts, each of which shall have the force and effect of an original.
- 5. Clearances of examination** : Your academic results has to be submitted confirming your clearance in final assessments. Failure to do so would result in the nullification of this offer letter of joining.

We welcome you within our fold and trust that your association with ECW will be exciting and mutually rewarding.

You are requested to return the duplicate copy of this letter, duly signed by you in token of your acceptance of the above Offer.

Yours sincerely

For eClinicalWorks India Pvt Ltd

Human Resources

Date

19th December, 2017

AGREED AND ACCEPTED BY ME

Date:

eClinicalWorks India Pvt. Ltd.

CIN No. : U72200MH2006PTC165289

Regd. Office : Boomerang A-701 to 705 & Part B1 706, Chandivali Farm Road, Near Chandivali Studio, Andheri (E), Mumbai - 400072.
T: +91 22 67375000 F: +91 22 67375100

Date:

Name: Shreya Bangera

Address

Kandivali (East)

Dear Candidate,

Congratulations!

We are pleased to confirm you have been selected to work for eCW for a post of "Technical Support". We are delighted to make you the offer.

We would like you to start work in the month of Jun 2018. We would confirm the date of commencement with you in the month of Jun 2018.

Terms

- 1. Place of Work** : Your current place of work will be Mumbai, however you may be deputed at the parent/associate company sites, client sites or partner sites outside of Mumbai (Overseas or other India metros).
- 2. Salary** : Your gross annual remuneration will be **Rs. 266,000/-** on CTC (Cost-to-the-Company) basis. The CTC break up will generally be as per Company policy and applicable tax provisions from time to time. The primary components of your CTC initially shall be as per Exhibit A attached.
- 3. Bond** : This is to confirm that this offer issues a bond for 1 year of employment. Date of expiration of bond is 1 year after the effective date.
- 4. Counterparts** : This Offer and its Acceptance may be executed in multiple counterparts, each of which shall have the force and effect of an original.
- 5. Clearances of examination** : Your academic results has to be submitted confirming your clearance in final assessments. Failure to do so would result in the nullification of this offer letter of joining.

We welcome you within our fold and trust that your association with ECW will be exciting and mutually rewarding.

You are requested to return the duplicate copy of this letter, duly signed by you in token of your acceptance of the above Offer.

Yours sincerely

For eClinicalWorks India Pvt Ltd

Human Resources

Date

19/12/2017

Shreya Bangera
AGREED AND ACCEPTED BY ME

Date: 19-12-2017

eClinicalWorks India Pvt. Ltd.

CIN No. : U72200MH2006PTC165289

Regd. Office : Boomerang A-701 to 705 & Part B1 706, Chandivali Farm Road, Near Chandivali Studio, Andheri (E), Mumbai - 400072.
T: +91 22 67375000 F: +91 22 67375100

06th October 2017

Mr. Dhruvish Dixit
Mumbai
Email Id: dhruvishd@gmail.com
Phone: 7208839962

Dear Dhruvish,

I am pleased to offer you employment in the company in the role of **Software Engineer**. Your gross annual compensation will be Rs.470,000 per annum. Congratulations and welcome aboard:

The Breakup of your compensation is as follows:

	Breakup	Breakup
Basic	11,454	1,37,448
HRA	6,872	82,464
Conveyance Allowance	1,600	19,200
Special Allowance	13,443	1,61,316
Co. PF Contribution	1,535	18,420
Medical Reimbursement	1,250	15,000
Total	36,154	4,33,848
Annual Discretionary Bonus		36,152
Gross Annual Compensation		470,000

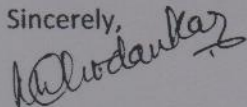
You (and your dependants) shall also be covered under the Group Medical Insurance Policy of the company. The policy is up to an annual limit of Rs.450,000 subject to the term & conditions of the insurance provider.

You are expected to join at the earliest possible date, but in no case later than 1st July 2018. At the time of joining you will have to execute a two years employment bond. You are not entitled to resign until the expiry of the bond period. Please be noted that after your completion of bond tenure, whenever you plan to offer resignation, you will need to serve two months notice period or two months salary in lieu of notice period.

Please communicate to your acceptance of this employment offer by signing and returning the enclosed copy of this letter to us.

I welcome you to Zeus System Pvt. Ltd. and wish you a very rewarding career.

Sincerely,



Minal Chodankar
Director-Admin

Date: 14th December, 2017

Name: MS. SITARA BABURAJ

Address

Flat no. 10, Building 2A,
Sushil nagar,
Bopisar (East),
Palghar - 401404.

Dear Candidate,

Congratulations!

We are pleased to confirm you have been selected to work for eCW for a post of "Technical Support". We are delighted to make you the offer.

We would like you to start work in the month of July 2018. We would confirm the date of commencement with you in the month of July 2018.

Terms

- 1. Place of Work** : Your current place of work will be Mumbai, however you may be deputed at the parent/associate company sites, client sites or partner sites outside of Mumbai (Overseas or other India metros).
- 2. Salary** : Your gross annual remuneration will be **Rs. 266,000/-** on CTC (Cost-to-the-Company) basis. The CTC break up will generally be as per Company policy and applicable tax provisions from time to time. The primary components of your CTC initially shall be as per Exhibit A attached.
- 3. Bond** : This is to confirm that this offer issues a bond for 1 year of employment. Date of expiration of bond is 1 year after the effective date.
- 4. Counterparts** : This Offer and its Acceptance may be executed in multiple counterparts, each of which shall have the force and effect of an original.
- 5. Clearances of examination** : Your academic results has to be submitted confirming your clearance in final assessments. Failure to do so would result in the nullification of this offer letter of joining.

We welcome you within our fold and trust that your association with ECW will be exciting and mutually rewarding.

You are requested to return the duplicate copy of this letter, duly signed by you in token of your acceptance of the above Offer.

Yours sincerely
For eClinicalWorks India Pvt Ltd

Human Resources

Date

19th Dec. 2017

AGREED AND ACCEPTED BY ME

Date:

eClinicalWorks India Pvt. Ltd.

CIN No. : U72200MH2006PTC165289

Regd. Office : Boomerang A-701 to 705 & Part B1 706, Chandivali Farm Road, Near Chandivali Studio, Andheri (E), Mumbai - 400072.

T: +91 22 67375000 F: +91 22 67375100



Aditi Raut <aditir@sjcem.edu.in>

Fwd: Syntel Communication | Joining Email (Joining kit attached)

shubham mittal <shubham.mittal987@gmail.com>
To: aditir@sjcem.edu.in

25 March 2021 at 16:21

Hi aditi,
PFB details of my joining mail.

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

From: **Fernandes, Prannoy** <Prannoy_Fernandes@syntelinc.com>
Date: Thu, 27 Sep, 2018, 5:59 pm
Subject: Syntel Communication | Joining Email (Joining kit attached)
To: shubham.mittal987@gmail.com <shubham.mittal987@gmail.com>

cid:image002.jpg@01D395B9.8EAD8060

Dear Shubham Rajesh Mittal,

Congratulations! We are pleased to confirm your joining at Syntel as per the details mentioned in this email.

As we welcome you to be a part of Syntel, we request you to kindly go through the details and basic guidelines on the joining formalities to ensure that you have a smooth on-boarding experience with Syntel.

Date of Joining: 1st October 2018, Monday

Reporting Time: 9:00 AM

Dress Code: Business formals / Business casuals

Joining Location: Pune

Work Location Address:

SYNTEL PVT LTD
Plot No: B1 & B2,
MIDC – Software Technology Park,
Talawade, Pune – 412114

Direction Map: <https://goo.gl/maps/faAh5eSWF9x>

Important Instructions

Please read the instructions mentioned in the attached joining kit carefully.

- You will be covered under the "Syntel Induction Program" on your date of joining. Please ensure that you arrive on time at the induction venue
- As per policy, outstation candidates can avail the guest house accommodation facility if required, for a period of **seven calendar days** only; details of place of accommodation will be sent soon
- All outstation candidates are advised to be at their joining location a day in advance to avoid any delays, and hence your guest house bookings are accordingly made
- You need to submit your PAN card on the date of joining. This is an important document for processing your pay. In case you do not hold a PAN card, you are required to mandatorily apply for the same before joining and submit the "Acknowledgement Copy" on your date of joining
- It is mandatory to carry all the documents mentioned in the attachment on your date of joining, for completing your joining formalities
- The allocated joining location is definite and the date of joining is non-extendable
- Read about Syntel on www.syntelinc.com

Looking forward to your on-boarding and wishing you a wonderful career with Syntel.

-

NOTE: For any queries please reach out to campushelpdesk@syntelinc.com

Warm Regards,

Rohan Kulkarni

Campus Recruitment Team

© 2018 Syntel Inc.

This Internet message may contain information that is privileged, confidential and exempt from disclosure. It is intended for use only by the person to whom it is addressed. If you have received this in error, please (1) do not forward, print or use this information in any way, and (2) contact the sender immediately. Neither this information block, the typed name of the sender, nor anything else in this message is intended to constitute an electronic signature unless a specific statement to the contrary is included in this message. Any personal data contained in this internet message may be subject to additional confidentiality and regulatory requirements.


4 attachments




image001.jpg
14K



image001.jpg
14K

 **Generation of UAN for First time.pdf**
1015K

 **Joining Kit 2018.pdf**
521K

37

OFFER LETTER

Date: 06th Jun 2018

Mr./Ms. Kamlesh Pai,

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavour to change the face of education.

We are pleased to offer you the position of "Trainee - Sales" on following terms and conditions:

Offer Details:

Designation: Trainee - Sales
Department: Business Development - Sales
Role Location: Mumbai
Employment Type: Trainee
CTC per Annum:
• Fixed Compensation: INR 700000/-
• Variable Compensation: INR 300000/-

Reporting Details:

Reporting Location: BYJU'S (Think & Learn Pvt Ltd), 6th Floor, Tower D, IBC Knowledge Park, Dairy circle, Bannerghatta Main Road, Bangalore- 560029.
Reporting Time: 08.30 AM
Date of Joining: 25th Jun 2018

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

- Provident Fund
- Income tax deducted at source at the rates applicable
- Employment/Professional taxes
- Dues to company including loans and advances
- Or any other applicable statutory deductions

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

- You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
- You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
- You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

Please accept this offer by clicking button in your portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same.

You are requested to join the services of the Company not later than **25th Jun 2018**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

For and Behalf of,
Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature

Annexure A

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The trainee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

Code of Conduct: Think & Learn Pvt. Ltd., endeavours to follow the best possible standards in its governance and has high levels of transparency and integrity. As a trainee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our trainee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

Business Conduct: Our basic premise in conduct of business: trainee should do nothing that might discredit or embarrass the Company, its clients, or themselves as trainee of the Company. All Think & Learn Pvt. Ltd., trainees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

Annexure B

- a) 12th Mark sheet
- b) 10th Mark sheet
- c) Graduation/Post Graduation Mark sheet–All semester mark sheet
- d) Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
- e) Resume
- f) BYJU'S Offer Letter
- g) Pan Card
- h) Aadhaar Card
- i) Voter ID/Passport/Driving License
- j) Cancelled Cheque/Bank Statement/Bank Passbook
- k) Passport Size Photograph
- l) All current & previous companies relieving/experience letter(Only for experienced candidate)
- m) Current/Last company's last three months' payslip(Only for experienced candidate)

Training Details

Training period will be of 15 to 25 days, from your date of joining, in Bangalore. Post that you will be relocated to your '**Role Location**' (as mentioned above).

Signature:

OFFER LETTER

Date: 06th Jun 2018

Mr./Ms. Kamlesh Pai,

Welcome to BYJU'S!

Congratulations on your decision of partnering with us in our endeavour to change the face of education.

We are pleased to offer you the position of "**Trainee - Sales**" on following terms and conditions:

Offer Details:

Designation: Trainee - Sales
Department: Business Development - Sales
Role Location: Mumbai
Employment Type: Trainee
CTC per Annum:

- Fixed Compensation: INR 700000/-
- Variable Compensation: INR 300000/-

Reporting Details:

Reporting Location: BYJU'S (Think & Learn Pvt Ltd), 6th Floor, Tower D, IBC Knowledge Park, Dairy circle, Bannerghatta Main Road, Bangalore- 560029.

Reporting Time: 08.30 AM

Date of Joining: 25th Jun 2018

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
- e) Or any other applicable statutory deductions

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

- a) You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company, as enclosed in Annexure A.
- b) You will be governed by and agree to abide by the provisions of the company's Code of Conduct, copy of which is enclosed with this letter.
- c) You are requested to carry necessary documents on your joining date, as enclosed in Annexure B.

Please accept this offer by clicking button in your portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same.

You are requested to join the services of the Company not later than **25th Jun 2018**, failing which you may please consider the offer to be withdrawn, unless an extension to the date of joining has been mutually agreed in writing.

We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on-board for a fruitful career with us.

Please submit the signed copy of this offer letter on your date of joining.

Yours sincerely,

For and Behalf of,
Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature

Annexure A

All Confidential information, Coaching Materials, Developed Material and Documentation of the Company including any information concerning the organization, business or finances of the Company or of any third party, any trade secret, software program, functional methodologies, business plans, strategies, students list, records, reports, memoranda which is confidential to the Company or which the Company is under an obligation to keep confidential or is of such type and nature that a reasonable person would regard as confidential.

The trainee acknowledges that the unauthorized use or disclosure of the Confidential Information will be prejudicial to the interest of the Company or the entities with which the Company has business relationship and may amount to invasion of privacy or a misappropriation or improper disclosure of trade secrets.

Code of Conduct: Think & Learn Pvt. Ltd., endeavours to follow the best possible standards in its governance and has high levels of transparency and integrity. As a trainee or consultant, or as a business partner, we would like to inform you of our Ethical Standards Practice applicable to our trainee relating to their dealings with you in various business transactions. We ask you to read, understand, and adhere to this practice and also ensure that others represent you do the same (applicable for vendors or consultant). All correspondence in this regard shall be kept confidential. In case of any clarification, please do not hesitate to contact us.

Business Conduct: Our basic premise in conduct of business: trainee should do nothing that might discredit or embarrass the Company, its clients, or themselves as trainee of the Company.

All Think & Learn Pvt. Ltd., trainees are expected to act in accordance with the highest levels of personal and professional integrity, and ethical conduct. Honest conduct is that which is free from fraud or deception.

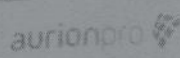
Annexure B

- a) 12th Mark sheet
- b) 10th Mark sheet
- c) Graduation/Post Graduation Mark sheet–All semester mark sheet
- d) Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
- e) Resume
- f) BYJU'S Offer Letter
- g) Pan Card
- h) Aadhaar Card
- i) Voter ID/Passport/Driving License
- j) Cancelled Cheque/Bank Statement/Bank Passbook
- k) Passport Size Photograph
- l) All current & previous companies relieving/experience letter(Only for experienced candidate)
- m) Current/Last company's last three months' payslip(Only for experienced candidate)

Training Details

Training period will be of 15 to 25 days, from your date of joining, in Bangalore. Post that you will be relocated to your '**Role Location**' (as mentioned above).

Signature:



2018

CONFIDENTIAL

January 01, 2019

To:

Mr. Pratik Satish Chaurasia
Gharsi Chawl, Holi Bazar,
Maulana Azad Road,
Opp. Catholic Bank, Vasai Gaon
Vasai West,
Palghar - 401201.

Emp. Code: 3944

Subject: Letter of Appointment as Software Engineer

Dear Pratik,

Welcome to Aurionpro Solutions Limited!

We are pleased to appoint you as **Software Engineer in Band 3** on probation with effect from **January 01, 2019**. Your current place of posting will be in **Navi Mumbai**

The following are the terms and conditions of the appointment -

1. Compensation & Benefits

- i. As compensation the company shall pay you a fixed compensation of **Rs. 280,000/-** per annum. The detailed breakdown is attached as Annexure.
- ii. You are entitled to statutory retirement benefits of Provident Fund and Gratuity, as per the current regulations.
- iii. You shall be eligible for leaves, reimbursements, and allowances etc. as per company policies.
- iv. The company shall be entitled to make deductions from your salary for Income tax or any other tax levied by the government to be deducted at source, recovery of advances or for adjustment of over payment, deduction in salary due to unauthorized absence from duty or any other legitimate deduction.
- v. Compensation will be reviewed at the sole discretion of the company and shall be based on satisfactory performance of the employee.

2. Probation

You are hereby confirmed from the date of joining

Aurionpro Solutions Limited	Synapse IT Park, Plot No. B-270, T.T.C. Industrial Estate, Tandon Nagar, Near Railway, Vasai (West), Palghar, Navi Mumbai - 401201, India	phone: +91 22 4040 2070 fax: +91 22 4040 1000	info@aurionpro.com www.aurionpro.com CIN: L27200MH2007PLC022007
------------------------------------	--	--	---

Subodh Patel
Mumbai

Dear Subodh,

We are delighted to welcome you to Just Dial and wish you a great career with us.

Reference to our recent discussions, we are pleased to appoint you as **Executive - Data Content**, in **G12** on the following terms and conditions:

Your Employee Code is **10067318**.

Date of Joining and Place of Work

Your date of joining the employment with Just Dial is **06-08-2018** and your place of posting is **Mumbai**. The Company reserves its right to transfer you to any other location within India or abroad and to any of its subsidiaries or associate companies. You shall abide by the rules and regulations pertaining to the entity where you are posted.

Compensation

Your consolidated compensation per annum on Cost to Company basis is **Rs. 180000 (One lakh eighty thousand only)**.

The details are given in the Annexure.

In addition to this, you will be eligible for a performance linked Variable Pay / Performance Bonus up to a maximum of Rs. 12000 per annum, payable on Monthly.

Probation

You shall be on probation for a period of six months from the date of your joining. On satisfactory completion of the probationary period, your services will be confirmed in writing. You will be deemed to be in probation until issuance of confirmation letter.

Termination of Employment

Your services may be terminated any time during the probationary period by giving 15 days notice in writing by either side and without assigning any reasons thereof.

Your services may be terminated after confirmation by giving 30 days notice in writing by either side. In case you leave our employment without giving the required notice, you will pay or we shall have the right to deduct as liquidated damages, notice pay equivalent to the unserved notice period from your full and final dues (if any)

Company has rights to reserve any dues payable in case of absconding from work or unauthorized absence without prior notice.

Jurisdiction

It is agreed that all disputes between you and the Company shall have jurisdiction of the courts in **Mumbai**. All other terms and conditions shall be as per the general or specific rules of the Company in force from time to time.

Period of Employment

The age of retirement shall be 58 years and on superannuation you shall be entitled to such benefits as are available under the law and/or the rules framed by the Company.

General

Please note that individual salary is a confidential matter and not to be discussed with any other employee.

You will keep us informed of any change in your mobile phone number or your residential address or your marital status.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms and conditions contained therein.

Yours sincerely,

For Just Dial Ltd.



Ami Khan

Head - Human Resources, Mumbai

Annexure:-

Just Dial Ltd. - Compensation Package

Annexure - Just Dial Ltd Compensation Structure		
Employee Name	Subodh Patel	
Department	DB - Content	
Grade	G12	
Designation	Executive - Data Content	
Effective Date	06-08-2018	
CTC	180000/- per annum	
Pay structure	Monthly	Annual
Fixed Components		
Basic	4500	54000
House Rent Allowance (HRA)	2700	32400
Departmental Allowance	1875	22500
Desk Allowance	1875	22500
Personal Allowance	1660	19920
Salary (C1)	12610	151320
Statutory Components		
Employer PF Contribution	540	6480
Employer ESIC Contribution	600	7200
Benifits(c2)	1140	13680
Reimbursements		
Sodexo		0
Conveyance Reimbursement		0
Fuel Reimbursement		0
Reimbursements(c3)	0	0
Statutory Bonus	1250	15000
CTC (Total C1+C2+C3 + Statutory Bonus)(a)	15000	180000
Deductions		
Employee PF Contribution	540	6480
Employee ESIC Contribution	221	2652
Total Deductions (b)	761	9132
Net Take Home {a - b - C2}	13099	157188
**Performance Bonus	1000	12000
Total CTC (CTC + Performance bonus)	16000	192000

* **Net Take Home** is subject to tax & other applicable deductions basis individual's salary structure.

** Performance Bonus / Variable Pay are not guaranteed part of your compensation and the amount payable would vary based on Individual and Company performance.

*** Total Cost to the company is calculated on CTC + ** Performance Bonus at 100% payout.

Hours of Work

You shall abide by the policy on working days and working hours as applicable to you and this can be reviewed from time to time based on business exigencies. You shall have no objection to working on shifts or staggered shift duty hours, if required.

Good Faith and Confidentiality

During your employment with the Company, you will devote the whole of your energies to your work and you will not - directly or indirectly - carry-on or engage or be interested in any other business or trade or employment or project or assignment of any nature, regardless of whether it has a monetary benefit or not.

You shall not induce, recruit or solicit, either directly or indirectly, any employee or client or customer of the Company for a period of 12 months from the date of your separation from the Company.

You shall keep all confidential information that comes to your knowledge during your employment with us and shall not use or disclose or attempt to disclose any of the secrets or confidential information of the Company or its subsidiaries or associated companies to any person - internal or external - or to any agency or entity, except as authorized or required by your duties.

You will be also responsible for the safekeeping and return in good condition and order, of all Company assets-hardware and software - including Books, Documents, Files, Digital products like CD's and DVD's, Credit and Debit Cards, Passwords or Authorization Codes, etc., which will be in your use, custody or charge during your employment with us.

Inventions and Patents

All inventions, creations, developments, improvements and any or all work done by you either your employment with the Company shall remain the property of and singly or jointly during vested in the Company.

The Company reserves the right to obtain copy right or patent registration of any invention, creation, development or improvement of any work done by you either singly or jointly during your employment with us.

You will execute all papers and documents that may be necessary to obtain patents or copyrights in favour of the Company.

14-09-2018

2018

Akshay Nair
Mumbai

Dear Akshay,

We are delighted to welcome you to Just Dial and wish you a great career with us.

Reference to our recent discussions, we are pleased to appoint you as **Software Developer**, in **G12** on the following terms and conditions:

Your Employee Code is **10068383**.

Date of Joining and Place of Work

Your date of joining the employment with Just Dial is **10-09-2018** and your place of posting is **Mumbai**. The Company reserves its right to transfer you to any other location within India or abroad and to any of its subsidiaries or associate companies. You shall abide by the rules and regulations pertaining to the entity where you are posted.

Compensation

Your consolidated compensation per annum on Cost to Company basis is **Rs. 240000 (Two lakh forty thousand only)**.

The details are given in the Annexure.

Probation

You shall be on probation for a period of six months from the date of your joining. On satisfactory completion of the probationary period, your services will be confirmed in writing. You will remain on probation until issuance of confirmation letter.

Hours of Work

You shall abide by the policy on working days and working hours as applicable to you and this can be reviewed from time to time based on business exigencies. You shall have no objection to working on shifts or staggered shift duty hours, if required.

Good Faith and Confidentiality

During your employment with the Company, you will devote the whole of your energies to your work and you will not - directly or indirectly - carry-on or engage or be interested in any other business or trade or employment or project or assignment of any nature, regardless of whether it has a monetary benefit or not.

You shall not induce, recruit or solicit, either directly or indirectly, any employee or client or customer of the Company for a period of 12 months from the date of your separation from the Company.

You shall keep all confidential information that comes to your knowledge during your employment with us and shall not use or disclose or attempt to disclose any of the secrets or confidential information of the Company or its subsidiaries or associated companies to any person - internal or external - or to any agency or entity, except as authorized or required by your duties.

You will be also responsible for the safekeeping and return in good condition and order, of all Company assets-hardware and software - including Books, Documents, Files, Digital products like CD's and DVD's, Credit and Debit Cards, Passwords or Authorization Codes, etc., which will be in your use, custody or charge during your employment with us.

Inventions and Patents

All inventions, creations, developments, improvements and any or all work done by you either your employment with the Company shall remain the property of and singly or jointly during vested in the Company.

The Company reserves the right to obtain copy right or patent registration of any invention, creation, development or improvement of any work done by you either singly or jointly during your employment with us.

You will execute all papers and documents that may be necessary to obtain patents or copyrights in favour of the Company.

Termination of Employment

Your services may be terminated any time during the probationary period by giving 15 days notice in writing by either side and without assigning any reasons thereof.

Your services may be terminated after confirmation by giving 30 days notice in writing by either side in accordance with Notice Period Policy.

If you leave the employment of the company without giving the required notice as per Notice Period Policy, then you will have to pay the payment in lieu of notice period, otherwise, we shall have the right to recover/deduct/adjust the same from your salary/legal dues, if any, against the unserved notice period as per Notice Period Policy and any other dues payable by you to the company.

In case of absconding or unauthorized absence from work or non-submission of resignation as per Exit Policy, the Company reserves the right to hold all your legal dues till all the formalities will be completed and also recover/deduct/adjust the same from your legal dues, if any other dues payable by you to the company.

Jurisdiction

It is agreed that all disputes between you and the Company shall have jurisdiction of the courts in **Mumbai**. All other terms and conditions shall be as per the general or specific rules of the Company in force from time to time.

Period of Employment

The age of retirement shall be 58 years and on superannuation you shall be entitled to such benefits as are available under the law and/or the rules framed by the Company.

General

Please note that individual salary is a confidential matter and not to be discussed with any other employee.

You will keep us informed of any change in your mobile phone number or your residential address or your marital status.

Please sign and return the duplicate copy of this letter in token of your acceptance of the terms and conditions contained therein.

Yours sincerely,
For Just Dial Ltd.



Ami Khan

Head - Human Resources, Mumbai

14-09-2018

Akshay Nair
Mumbai

Dear Akshay,

We are delighted to welcome you to Just Dial and wish you a great career with us.

Reference to our recent discussions, we are pleased to appoint you as **Software Developer**, in G12 on the following terms and conditions:

Your Employee Code is **10068383**.

Date of Joining and Place of Work

Your date of joining the employment with Just Dial is **10-09-2018** and your place of posting is **Mumbai**. The Company reserves its right to transfer you to any other location within India or abroad and to any of its subsidiaries or associate companies. You shall abide by the rules and regulations pertaining to the entity where you are posted.

Compensation

Your consolidated compensation per annum on Cost to Company basis is **Rs. 240000 (Two lakh forty thousand only)**.

The details are given in the Annexure.

Probation

You shall be on probation for a period of six months from the date of your joining. On satisfactory completion of the probationary period, your services will be confirmed in writing. You will be deemed to be in probation until issuance of confirmation letter.

Hours of Work

You shall abide by the policy on working days and working hours as applicable to you and this can be reviewed from time to time based on business exigencies. You shall have no objection to working on shifts or staggered shift duty hours, if required.

Good Faith and Confidentiality

During your employment with the Company, you will devote the whole of your energies to your work and you will not - directly or indirectly - carry-on or engage or be interested in any other business or trade or employment or project or assignment of any nature, regardless of whether it has a monetary benefit or not.

You shall not induce, recruit or solicit, either directly or indirectly, any employee or client or customer of the Company for a period of 12 months from the date of your separation from the Company.

You shall keep all confidential information that comes to your knowledge during your employment with us and shall not use or disclose or attempt to disclose any of the secrets or confidential information of the Company or its subsidiaries or associated companies to any person - internal or external - or to any agency or entity, except as authorized or required by your duties.

You will be also responsible for the safekeeping and return in good condition and order, of all Company assets-hardware and software - including Books, Documents, Files, Digital products like CD's and DVD's, Credit and Debit Cards, Passwords or Authorization Codes, etc., which will be in your use, custody or charge during your employment with us.

Inventions and Patents

All inventions, creations, developments, improvements and any or all work done by you either your employment with the Company shall remain the property of and singly or jointly during vested in the Company.

The Company reserves the right to obtain copy right or patent registration of any invention, creation, development or improvement of any work done by you either singly or jointly during your employment with us.

You will execute all papers and documents that may be necessary to obtain patents or copyrights in favour of the Company.

Termination of Employment

Your services may be terminated any time during the probationary period by giving 15 days notice in writing by either side and without assigning any reasons thereof.

Your services may be terminated after confirmation by giving 30 days notice in writing by either side in accordance with Notice Period Policy.

If you leave the employment of the company without giving the required notice as per Notice Period Policy, then you will have to pay the payment in lieu of notice period, otherwise, we shall have the right to recover/deduct/adjust the same from your salary/legal dues, if any, against the unserved notice period as per Notice Period Policy and any other dues payable by you to the company.

In case of absconding or unauthorized absence from work or non-submission of resignation as per Exit Policy, the Company reserves the right to hold all your legal dues till all the formalities will be completed and also recover/deduct/adjust the same from your legal dues, if any other dues payable by you to the company.

Jurisdiction

It is agreed that all disputes between you and the Company shall have jurisdiction of the courts in **Mumbai**. All other terms and conditions shall be as per the general or specific rules of the Company in force from time to time.

Period of Employment

The age of retirement shall be 58 years and on superannuation you shall be entitled to such benefits as are available under the law and/or the rules framed by the Company.

General

Please note that individual salary is a confidential matter and not to be discussed with any other employee.

You will keep us informed of any change in your mobile phone number or your residential address or your marital status.

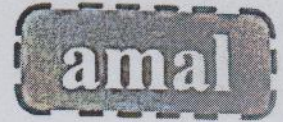
Please sign and return the duplicate copy of this letter in token of your acceptance of the terms and conditions contained therein.

Yours sincerely,
For Just Dial Ltd.



Ami Khan

Head - Human Resources, Mumbai



15th Feb, 2019

To
Mr. Durvesh Sonar
BARC Colony, Tarapur Type C
79/03, Boisar West, Tal. Palghar- 401504
Contact : 9503615686/ durveshsonar710@gmail.com

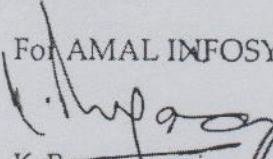
Dear Durvesh,

With reference to the discussions we had with you, we are pleased to offer you the position of "Jr. Associate (Quality & Testing)" and welcome you in to our company.

You would be working at Client - LearningMate Solutions Private Limited, 74 Techno Park, Levels 7-10, 74/II, 'C' Cross Road, Opp. gate no.2, MIDC Marol, 400093., Seepz, Andheri East, Mumbai, Maharashtra.

Your terms and conditions would be as per the annexed sheet.

For AMAL INFOSYSTEMS PRIVATE LIMITED


K. Rengaswami
Director
DIN No. 01238368



ANNEXURES

- 1) Terms of Appointment
- 2) Monetary Terms

AMAL INFOSYSTEMS PRIVATE LIMITED

CIN: U72200MH2004PTC143799

#105, Bldg.6, Sector - III, Millennium Business Park, Mahape, Navi Mumbai. Maharashtra. India - 400 710
Contact : +91-22-49856800-45(45 Lines) / [www:amalinfosystems.com](http://www.amalinfosystems.com) / ceo@amalinfosystems.com



Date: 15th January, 2018

To,
Mr. Pranav Peediyakkal,
pranavpremkumar123@hotmail.com
Mobile No: 9029042297

Subject: Letter of Offer

Dear Mr. Pranav Peediyakkal,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the post of "**Programmer**" in our organization.

We expect you to join on 02nd July, 2018 Monday, at Mumbai location.

A detailed letter of appointment will be issued on joining after submission of the following:

- Copies of your testimonials pertaining to proof of Age, Qualification, etc.
- Recent passport size photographs (5 nos.).
- Photo identity proof and address proof.
- And any other information, which you feel, should be furnished to your employer.

Please return the duplicate copy of this letter duly signed as token of your acceptance.

We are pleased to offer you salary of Rs. 17000/- gross p.m. After 6 months on confirmation, bonus part would be added in your CTC. And after 1 year we may do increment to bring you in yearly increment cycle.

The above offer is valid only till 02nd July, 2018.

The detailed salary structure will be mentioned in the Appointment letter, which will be given to you on your joining day itself.

Depending on your performance, you may get confirmation letter after 6 months from your date of joining

We look forward to a mutually beneficial association.

Yours sincerely,
For **Acty System India Pvt. Ltd.**

Tarun Shah
(Authorised Signatory)
(Vice President – Corporate Head)

(Candidate's Signature)

General Instructions: Rules & Regulations

1. In general, working time shall be from 09.00 AM to 6:00 PM, but sign-out time may vary depending on Project Work.
2. Employee must be at the place of work by the fixed / notified time, a trainee who reaches the office after the starting time but within 15 minutes of the fixed / notified starting time may be allowed to perform his / her duties. If in case he/she is not able to do so he must inform this to his/her reporting authority with valid reason.
3. Your training period will be for 6 months during which you will be eligible for the holidays specified in the company calendar. Otherwise, the work will go on in 5 days a week pattern.
4. Stipend/Salary will be paid by the 6th of every month.
5. **The Employee has to pay security deposit of Rs.60,000/- in the form of DD (Demand draft) in the name of Acty System India Pvt. Ltd** at the time of joining the company for the period of 2 years and the same will be refunded by the Company to the employee after completion of 2 years of service with the company. This security deposit amount of Rs.60,000/- will not be returned back by the company in case the employee discontinue his/her service before the completion of 2 years from the date of joining. In case of Poor performance, company may relieve employee and company may return security deposit as per case. Management will take final decision as per employee's performance.
6. Everybody will swipe their Login time and Logout time through their proximity card whenever they will go out of office during working hours.
7. Every one shall take a 1hour lunch break between 12.00 pm to 1.00 pm in the designated area away from their workstations and the tea - break will be between 4.00 pm to 4.10 pm.
8. All employees will keep their cell/mobile phones on vibration mode and will not talk more than 10 minutes during working hours except in case of any emergency. For making calls using the mobile or for attending incoming calls one must use the Open Area for the same. Make sure that the other employees are not disturbed by you while

ACTY SYSTEM

doing so. If found guilty of doing so disciplinary action shall be taken against the concerned employee.

9. All the employees are required to report to his/her Team Leader about their work status, who in turn will report to their project manager.
10. After completion of the day's work, you are required to update your Team Leader of the same and its Leaders responsibility that same should be updated with Project Manager immediately.
11. Further, an employee coming late to work or found absent from his station / place of work during working hours, without sufficient reasons or without authorization from his / her Supervisors, the competent authority may, at its discretion, also take suitable disciplinary action against the trainee concerned. In such case, the decision of the competent authority would be binding to the candidate without any question and the candidate would have to report to HR Manager or Director for such dispute.
12. Nobody will leave the Office premises without approval taken from their Project Manager even if his/her office hour ends.
13. If any of the employees are going out of office during regular hours for more than 10 minutes (for lunch, personal work, tea, etc...) then they have to take an approval for the same from their superiors.
14. Using Company equipment for purposes other than business (i.e. playing games on computers or more personal Internet usage like surfing and chatting) may result in disciplinary action. (Like warning letter, penalty in terms of finance or more)
15. All the communications must be made through their official mails while in office premises.

Disciplinary Actions which may be taken:

- Verbal warning
- Written warning
- Deduction from their Paid leaves
- Suspension and
- Termination also if required.

Your signature on this document will serve to signify your acceptance of the terms and conditions contained herein.



ACTY SYSTEM

Signature & Date: _____



October 23rd, 2018

Sachin Kumar Mogaveera
Near Central Park D-115, Shyam Ashish CHS
Samrat Complex, Agashi Road, Virar, Thane
Maharashtra 401303

Sub: Letter of Offer

We are pleased to offer you as 'Associate Software Engineer' at **Grade 08** for a period of one year starting from **November 12th, 2018**, on the following terms and conditions:

1. Your Appointment in the organization will be confirmed based on completion of the training period and your satisfactory performance during the training period of 1 year.
2. You will be paid a monthly stipend of **Rs.20,000/-**. Tax rules as per the existing tax laws shall be applicable. You will have no further monetary claims from the Company other than the remuneration mentioned herein.
3. If the performance during this period is not satisfactory, the Company will have the right to either terminate your services during or at the end of this 1 year or extend the training period for an additional period as deemed fit by the Company. You will be deemed to be on probation till such a time you are not issued a letter of confirmation of your employment.
4. If you are required to travel on official work during your training, you will be entitled to claim reimbursement as per the Company travel policy.
5. You will observe working days/hours strictly as followed by the Company. You will take special permission for working outside office hours.
6. The notice for separation from either side will be 90 days in written. If you leave the organisation within a period of 1 year from the date of your joining, you will fully reimburse the company, notice pay and relocation expenses, if any. In the event your services are terminated during this period or the extended training

Confidential

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

Manager Family

You will be covered by the Group Medclaim Policy and will be entitled to reimbursement of hospitalization expenses for self and family as detailed in the table hereunder. The Mandatory debits as below will apply:

Family Definition	Benefits	Mandatory Debit (p.a.)
Self, Spouse and 3 dependent Children (up to 25 years) and dependent parents	Floater Medclaim Policy of INR 5 Lacs	INR 20,060/- per annum per family of max. 7 persons.

Hospital Room Category - Maximum room eligibility of up to Non-Deluxe Single Room
 The Insurance premium and coverage amount is subject to revision as per company policy.

iii) Group Term Life Insurance

You will be insured by Group Term Life Insurance. The Sum insured is INR 10 Lacs and the corresponding debit towards premium is INR 450 p.a.

The Insurance premium and coverage amount is subject to revision as per company policy.

BENEFIT CLAUSE

Total sum assured is payable to the employee's nominee upon death of the employee. However, nothing is payable on survival.

II. Retirals

a) Provident Fund

Employer contribution to the Provident Fund @ 12% of Basic salary.

The Company deducts 12% of the employee's Basic salary and makes an equal contribution, as per PF rules applicable currently. Both of these are remitted on a monthly basis to the company's PF Trust / RPFC. A part of the company's PF contribution is deposited to the Employees PF Pension Fund / RPFC, to provide employees with pension on retirement or after completing a specified period of service.

The employee is allowed to take loans for specific purpose (i.e. marriage of self & housing) against ones Provident Fund accumulations, as per the provisions of the Provident Fund Act.

Suraj Parab

RJIL/57485893/11838318/040319/1717

In case of separation prior to retirement, the employee will get his Provident Fund and Pension Fund accumulations transferred to his next employers. If employee is not taking up further employment, he may claim the PF accumulation after a waiting period of 60 days. In case the employee takes up further employment overseas, the waiting period of 60 days may be waived.

b) Gratuity/ Ex-gratia

Employer contribution to the Company's Gratuity Fund @ 4.81% of Basic salary.

All Employees who have completed 5 years of continuous service with the Company are eligible to get gratuity on separation from the company. However, eligibility for contribution to the Gratuity Trust / Fund commences from day 1 of employment and in the event of separation before 5 years, the same will be paid as ex-gratia, except in case of separation arising out of disciplinary grounds.

Gratuity is calculated as under:

Last Drawn Basic Salary / 26 days x 15 days x number of completed years of service.

In the case of death, the minimum service requirement does not apply.

For the purpose of calculating Gratuity, periods of service of 6 months or more will be considered as equivalent to one year and less than 6 months will not be counted. Income Tax on Gratuity will be applicable as per Income Tax Rules.

In the event of an employee does not complete 5 years of continuous service, ex-gratia will be paid to the tune of gratuity accumulated and will be subject to prevailing Income Tax Rules.

III. Performance Linked Incentive (PLI):

PLI is computed on the basis of a combination of individual performance, business / functional performance of the area the employee is assigned to and (or) working for, and company performance.

PLI will be payable provided the employee is on the rolls of the Company & not serving notice period, when the amount is disbursed, notwithstanding any delay on the announcement of such disbursement.

PLI will be subject to tax.

Note: All tax exemptions, where applicable, will be as per the prevailing tax rules and laws.



Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

Annexure - II

TERMS AND CONDITIONS OF EMPLOYMENT

1. MEDICAL FITNESS & VERIFICATION OF PARTICULARS:

Your appointment is subject to:

- a. **Medical Fitness:** Your being declared medically fit by a Medical Officer or by a Doctor specified by the Company and remaining medically fit.
- b. **Verification of Particulars:** In case particulars mentioned in your application and the representations and warranties provided by you are found false or unsatisfactory, your services would be liable for termination at any time without any notice or any compensation in lieu thereof.

2. TRANSFER

Your employment is transferable to any other place/ establishment/ department/ division/ unit/ branch/ subsidiary/ affiliate of our client/ associate. However, such transfer will not entail any increase in your salary and / or adversely affect your emoluments.

3. REPRESENTATIONS AND WARRANTIES:

The Company's agreement to continue to employ you and the compensation and benefits to be paid to you are in consideration of the terms, covenants, and conditions stated herein, and you represent and warrant to the company that;

- a. You are under no contractual or other restriction or obligation which is inconsistent with the conditions contained herein, the performance of your duties hereunder, or the other rights of the Company hereunder;
- b. You are under no physical or mental disability that would hinder the performance of your duties contained herein;
- c. You shall not raise any issue of the reasonableness of the terms, covenants, and/or conditions in any proceeding to enforce these terms, covenants and/or conditions;
- d. You have full right and authority to execute this contract and that you are not bound by any contract or arrangement, including any employment contract, bond or covenant not to compete, inconsistent herewith
- e. You hereby agree and undertake to indemnify the Company, its affiliates and the directors, officers and employees of each of the foregoing and to hold them harmless from and against any and all third party claims they face, which give rise to any liabilities, damages, claims, costs and expenses (including legal expenses), due to any act, omission, violation or breach of any of your representations, warranties, and covenants;
- f. The Company shall indemnify and defend you to the fullest extent permitted by the law of the State of Company's incorporation and the By-Laws of the Company with respect to any claims that may be brought against you arising out of any action taken or not taken in your capacity as an officer or director of the Company; provided, that, the Company shall not indemnify and defend you with respect to any claims brought against you relating to intentional or willful acts, or to other acts as to which indemnification is not allowable under applicable law.

Date: 4 Mar 2019

Page 14 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

Annexure - II

- g. These terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and
- h. The terms, covenants, and/or conditions shall survive the termination of your employment with the Company; and the terms, covenants, and conditions set forth herein are essential for the Company's protection; and the Company has relied on these representations, warranties, and agreements by you.

4. **DUTIES AND RESPONSIBILITIES:**

- a. **Exclusivity:** You agree to perform your duties, responsibilities and obligations efficiently and to the best of your ability. You agree that you will devote all of your working time, care and attention and best efforts to such duties, responsibilities and obligations throughout the term of employment. You also agree that you will not engage in any other employment or business activities. You agree that all of your activities as an employee of the Company shall be in conformity with all the policies, rules and regulations and directions of the Company and its Clients.

You are required to engage yourself exclusively in the work assigned by the company and its client and shall not take up any independent or individual assignments (whether the same as part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head. You will avoid any such issue which may result in a conflict between your personal interest 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.

You shall obey and comply with all the orders and directions given to you by your superior or any other person duly authorized in that behalf. You shall obey all the rules and regulations, either statutory or otherwise, which are in vogue and may be notified from time to time.

- b. **Non Solicitation:** You will not, during the course of your employment or at any time thereafter, without the prior written consent of the Company, directly or indirectly, solicit for employment, or employ or otherwise contract for the services of, any person who is employed or engaged (either as an employee or consultant) by the Client or any of its associated companies or directly or indirectly induce any such employee to leave his or her employment.

This covenant shall survive the termination of your employment with the Company; and prohibits you from directly or indirectly inducing an employee with whom you have worked with or been in association with during your employment with the company.

- c. **Other Interests:** You shall not seek membership of any local or public bodies without first obtaining written permission from the Management.
- d. **Controlling Interest:** You agree that, so long as you are employed by the Company, you will not own, directly or indirectly, any controlling or substantial share or other beneficial interest in any business enterprise which is engaged in, or in competition with, any business engaged in by the Company or its clients. Notwithstanding the foregoing, you may own, directly or indirectly, up to 5% of the outstanding securities of any business whose securities are traded on any national stock exchanges or in the over-the-counter market.

Date: 4 Mar 2019

Page 15 of 21

Suraj Parab

RJIL/57485893/11838318/040319/1717

Annexure - II

e. Work hours: Your working hours at your place of posting shall be as per the rules and regulations of the Client, specified from time to time. However, you may be required to work additional hours, as may be required from time to time, to carry out your duties and responsibilities effectively.

You may be required to work on any day of the year, including festival holidays, in the establishment. You will be allowed a weekly off in accordance with law on any one of the days in the week, as per the schedule notified.

You shall be entitled to leave and other benefits as per the rules and regulations of the organization.

f. Non-disclosure: You shall neither divulge nor give out information to any unauthorized person during the period of your service or even afterwards by word of mouth or otherwise, particulars or details of our manufacturing processes, technical know-how, security arrangements, administrative and/or organizational matters of a confidential/secret nature, which you may know by virtue of your being the employee of the Company.

g. Confidentiality: You shall keep confidential all the information and material provided to you by the Company or by its clients concerning their affairs, in order to enable the Company to perform the service. This also includes such information as is already known to the public which also you will not release, use or disclose except with the prior written permission of the Company and its clients. Your obligation to keep such information confidential shall remain even on termination of this employment.

You shall not at any time, either during your employment or thereafter, except with prior written consent from the company, use for yourself or divulge or disclose, either directly or indirectly, to any person, firm or body corporate, any know-how, drawings or any trade secrets or your user ID and password for various IT applications provided to you or any confidential information as to method or process in connection with any activity of the company or any financial matter of the company which you may acquire during the course of your employment, concerning the business, activity, affairs or property of the company or its client or subsidiary companies, nor will you keep in your possession or pass on to others without proper written consent of the Management, any documents belonging to the company. You will be solely responsible and accountable for any information loss/sharing or breach of confidentiality in any way which has occurred due to the missing of your credentials.

You are also expected to keep your salary package strictly confidential and not to share any information regarding the salary to anyone except your very close family members.

h. Proprietary Rights: You will disclose to us forthwith any discovery, invention, process or improvement made or discovered by you while in our service, and such discovery, invention, process or improvement shall belong absolutely to and be the sole and absolute property of the Company. If and when required to do so by the Company, you shall at the Company's expense, take out or apply for Letter's Patent, Licenses or other rights, privileges or protection as may be directed by the Company in respect of any such discovery, invention, process or improvement so that the benefit thereof shall accrue to us and you will execute and do all instruments, acts, deeds and things, which may be required by us for assigning,

Date: 4 Mar 2019

Page 16 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Flats, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

Annexure - II

transferring or otherwise vesting the same and all benefits arising in respect thereof in favor of the Company or in favor of such other person or persons, firms or companies, as the company may direct as the sole beneficiary thereof.

You will assign (and you hereby do assign) in perpetuity to the Company or its nominee all of your rights to all such new ideas (including all inventions), and to applications for patent or copyrights in all countries, if any, and execute such documents and take such lawful action as may be reasonably required to assign such new ideas to the Company or its nominee.

You will execute and deliver promptly to the Company (without charge to you but at the expense of the Company) such written instruments and cooperate and do such other acts as the Company in its sole discretion deems necessary or desirable to assign and transfer title in such new ideas to the Company and / or its nominee and to assist the Company in preserving the property right in such new ideas (including against forfeiture, abandonment, or loss) and to vest the entire right and title and interest therein exclusively in the Company and / or its nominee.

- i. Safe-keeping of Company's property:** You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge. For the loss of any property of the company in your possession, the company will have a right to assess on its own basis and recover the damages of all such materials from you and to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.
- j. Return of the Company's Property and records:** Upon termination of your employment, you shall forthwith hand over any letter of Authority or Power of Attorney issued to you or any property / material of the company in your possession at the time of cessation of your employment with the company. Also, you shall return to the Company, without condition, all documents, files, records, keys, and other property of the Company in your possession regardless of the media on which such items are stored, and you shall not retain any copies or duplicates thereof.
- k. Authorizations for activities:** You will not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company or those in authority over you.
- You will avoid any issue which may result in a conflict between your personal interests and the interests of the Company in dealing with suppliers, customers and all other organizations or individuals doing or seeking to do business with the Company.
- l. Non-disparagement:** You agree that you shall act with the highest standards of propriety and professionalism and shall not criticize, ridicule or make any statement which disparages or is derogatory of the Company, any of its Group companies or any other employee or business associate of the Company or the Group Company in any public or nonpublic communication with any customer, client or member of the investment community or media or in any communication.

Date: 4 Mar 2019

Page 17 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Flats, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

Suraj Parab

RJIL/57485893/11838318/040319/1717

Annexure - II

- m. Confidential nature of terms of employment:** You agree that, except as may be required by applicable law you shall not disclose the terms of employment to any person other than your close family members.
- n. Model Release :** You hereby consent and authorize the Company and its successors, assigns, nominees, designees or those for whom they are acting, the right to copyright, and/or use, and/or publish photographic portraits or pictures of the employee, or in which the employee may be included in whole or in part, or composite, in conjunction with my own or any other picture, name or reproductions thereof in color or otherwise make through any media at its offices or elsewhere, for art, advertising, business or trade or any other lawful purpose whatsoever. With respect to the foregoing, no promises have been made to employee to secure his / her consent / authorization to this release. You hereby waive any right that you may have to inspect and approve the finished product or the advertising copy that may be used in connection therewith, or the use to which it may be applied. You hereby release, discharge, the Company and its nominees, designees, successors and assigns, or other form whom it is acting, from liability by virtue of any such portraits or pictures, or in any processing tending towards the completion of the finished product.
- o. Enforceability:** You acknowledge and agree that any violation of any of your duties and responsibilities may result in irreparable damage to the Company, and, accordingly, the Company may obtain injunctive and other equitable relief for any breach or threatened breach of such duties and obligations, in addition to any other remedies available to the Company. You and the Company agree that the restrictions and remedies contained hereinabove are reasonable and that it is your intention and the intention of the Company that such restrictions and remedies shall be enforceable to the fullest extent permissible by law. If it shall be found by a court of competent jurisdiction that any such restriction or remedy is unenforceable but would be enforceable if some part thereof were deleted or the period or area of application reduced, then such restriction or remedy shall apply with such modification as shall be necessary to make it enforceable.

It shall be your responsibility to initiate legal process and / or lodge complaints in respect of offenses committed against the Company or the Company property or the affairs of the Company, as may be necessary, by virtue of the responsibilities attached to the office or role occupied by you in the course of the employment with the company.

5. TERMINATION OF EMPLOYMENT:

- a. Employment AT-WILL:** You and the Company acknowledge that the employment is and shall continue to be AT-WILL. This means, that you have the right to terminate your employment at any time and for any reason. Likewise, the Company may terminate your employment with or without cause at any time and for any reason. Accordingly, this letter is not to be construed or interpreted as containing any guarantee of continued employment. As such, the recitation of certain time periods in this letter is solely for the purpose of defining your compensation. It is also not to be construed or interpreted as containing any guarantee of any particular level or nature of compensation.
- b. Performance:** Your appointment and subsequent continuation of employment with the Company is strictly based on your delivering consistently on the agreed performance parameters and business targets.
- c. Superannuation:** You will automatically retire from the service of the company on attaining the age of 58 years.

Date: 4 Mar 2019

Page 18 of 21



DIGITAL
LIFE

Suraj Parab

RJIL/57485893/11838318/040319/1717

Annexure - II

- d. Absenteeism:** If you absent yourself without leave or remain absent beyond the period of leave originally granted or subsequently extended, you shall be considered as having voluntarily terminated your employment without giving any notice unless you:
- Return to work within 8 days from the commencement of such absence, and
 - Give an explanation to the satisfaction of the Management regarding such absence
- e. Medical Fitness:** The Management has the right to get you medically examined by any certified medical practitioner during the period of your service. In case you are found medically unfit to continue with the job, you may be terminated from employment.
- f. Notice Period:** Notwithstanding anything contained herein, the Company, in its sole discretion, may terminate your employment without cause by giving three months' notice in writing or payment of pro rata three months' Basic Salary, in lieu thereof. Likewise, you may resign from employment without cause by giving three months' notice in writing or by payment of pro rata three months' Basic Salary, in lieu thereof. In the event of your resignation, the Company in its sole discretion will have an option to accept the same and relieve you prior to the completion of the stipulated notice period of 3 months, without any pay in lieu of the notice period.
- g. Termination for Misconduct:** Your services are liable to be terminated without any notice or salary in lieu thereof for misconduct, without being exhaustive and without prejudice to the general meaning of the term "misconduct" in the case of reasonable suspicion of misconduct, disloyalty, and commission of an act involving moral turpitude, any action of indiscipline or inefficiency. You may be placed under suspension pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.
- h. Harassment:** The Establishment considers harassment and discrimination of any nature to be an unacceptable form of Behavior, which is not tolerated under any circumstances. All people have the right to work in an environment that is free from harassment and discrimination. Disciplinary action will be taken against anyone found to be guilty of harassing or discriminating against a fellow employee that may result in termination of employment.
- i. Non-competite:** In the event of your separation from the Company for any reason whatsoever, you will not take up any job or assignment either full time or other wise, either directly or indirectly, for a period of three months from the date of separation in any industry or business involved in similar/competing business of Reliance or any of its Group Companies.
- j. Recovery of Payments:** The payments / reimbursements made by the company to you for relocation shall be recovered by the company, in full from you as per the prevailing rules and guidelines, in the event of separation (excluding death) within 1 year from the date of disbursement of the amount.

6. GENERAL:

- a. Training:** You may be selected and sponsored by the Company for familiarization/ training assignments with our technical collaborators or any other institutions/ organizations in India and/or abroad, based on stipulated terms and conditions. You will diligently and beneficially take part in the training and such assignments in accordance with company policies and directives. The cost of any such training shall be

Date: 4 Mar 2019

Page 19 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwadi 5 Rasta, Ambawadi Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

Suraj Parab

RJIL/57485893/11838318/040319/1717

Annexure - II

borne by the company and you may be required to sign a Service Bond for a minimum time for which you will serve the company. The company can recover the liquidated damages on the event of your voluntary resignation before the time as mutually agreed upon in the bond.

- b. Rules Regulations and Policy on Ethics:** You will be covered by the service rules and regulations including conduct, discipline and administrative orders and any such other rules or orders of the company that may come in force from time to time. You must observe the policies that the Company and our client publish from time to time. These include a requirement that you maintain the highest standards of conduct and act with the highest ethical principles. You must not do anything that may be a conflict of interest with your responsibilities as an employee.
- c. Media Interaction:** You will not interact with the media - electronic, print or otherwise in
- i. India or overseas, during or outside work hours, either in your own personal capacity or on behalf of the company unless you have express and direct approval from the Management to interact with the media as the representative of the Company. Only persons duly authorized by the Management are allowed to interact with media on specified subjects. Disclosure of any information other than statutory disclosures or those specifically authorized by the Management is prohibited.
 - ii. Disclosure of information on proceedings of meetings (board / committee / internal) and disclosure of forward-looking statements is prohibited unless such disclosure is specifically approved by the Management. These will need to be combined with cautionary statements, wherever required.
 - iii. You shall also not disclose non public information selectively to any particular group as it may lead to unfair advantage / discrimination.
 - iv. For any outside publication of books, articles or manuscripts which relate specifically to the Company's business, policies and processes, you should take the approval of the Management prior to its release.
 - v. Any violation of the company's media policy, tantamount to a breach of the terms and conditions of employment and may result in termination of the contract.
- d. Dispute Jurisdiction:** It is hereby expressly agreed and declared that this letter of employment shall be deemed to have been made at Mumbai and that any dispute or suit or action or proceedings whatsoever arising out of or under this letter of appointment or breach thereof or in respect of any matter or thing herein contained and any claim by either party against the other shall be instituted or adjudicated upon or decided by a court of competent jurisdiction at Mumbai.
- e. Entire Agreement:** This contract and the document referred to herein contain the entire agreement and understanding of the parties with respect to the subject matter hereof and shall supersede any and all prior or contemporaneous communications, representations, or agreements between the parties, whether oral or written, regarding the subject matter of this contract.

Date: 4 Mar 2019

Page 20 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com



DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

Annexure - II

- f. Age:**Your age mentioned in the Matriculation / Higher Secondary Certificate / Passport will be deemed to be the conclusive proof of your date of birth.
- g. Change of address:**You will intimate in writing to the Management any change of address within a week from change of the same, failing which any communication sent on your last recorded address shall be deemed to have been served on you.
- h. Passport:**You are required to have a valid passport at all times and ensure that the same is renewed from time to time.
- i. Suspension:**You may be placed under suspension pending enquiry into the charges of misconduct or otherwise. The salary for the suspension period will be paid to you only when you are found not guilty of any of the charges for which you were suspended and not otherwise.
- j. Travel:**You shall make your own transport arrangements to and fro from the place of work.
- k. Documentation:** Please submit the following documents, if not submitted earlier:
- Certificates in support of your educational professional qualifications, experience, date of birth and other testimonials in original together with copies thereof.
 - Three copies of your recent passport size photographs with blue background.
 - Relieving letter & salary certificate from your last employer in case you are/were employed.
 - Copy of Aadhar Card / Passport / Voter ID / License / any other document for photo identity and PAN card.
 - Copy of any Government Bill / Telephone Bill / Electricity Bill / Gas Bill / Bank Account Statement / Ration Card / Aadhar Card / Passport/ any other document as proof of your residence.

In case of one / more clauses of this letter of employment becomes untenable, the same shall not render the letter of employment null and void in its entirety.

The various clauses of this letter are to be read, understood, and interpreted in its entirety, and none of the clauses are severable from the remaining.

I confirm that this contract is in accordance with our mutual understanding and unconditionally and irrevocably accept the above terms and conditions.

Employee Name:Suraj Parab

Signature

Date:

Date: 4 Mar 2019

Page 21 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Fls, Ambawadi, Ahmedabad-380006, Gujarat, India
Tel no: 079-35600100, www.jio.com



SYNTEL PRIVATE LIMITED
SEZ - Unit
(Syntel - Special Economic Zone)
Plot No. B-1/B2, Software Technology Park,
Dehu - Alandi Road, MIDC Talawade, Tal -
Haveli,
Pune - 412 114 India
Tel: 91 020 40701000
Fax: 91 020 40781100

Date: 27th September 2018

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Anjana Kolatt Anilkumar,
Syntellect ID: SBEC1815601

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with Syntel nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case



Bitwise Solutions Pvt. Ltd.
Bitwise World
Off International Convention Centre
Senapati Bapat Road
Pune 411016 India
CIN: U72200PN1997PTC015155

+91 20 40102000
bitwiseglobal.com

OFFER OF EMPLOYMENT

21st November, 2017

To,
Sarvanan Packianathan Nadar
301, Rajlaxmi Building No.4,
Rajlaxmi Inclave, Shahaji Raje Marg,
Vileparle East, Mumbai 400057

Position offered: Trainee Programmer

Hi Sarvanan,

Congratulations! We are glad to invite you to be a part of an elite corps; Bitwisers are recognized as one of the industry's most competent technology professionals. Our culture fosters the concept of "team" where Bitwisers collaborate passionately, innovatively and confidently to turn the whys into why not and the how into wow. Our clients choose us time and again, because our commitment goes beyond the immediate. This makes working at Bitwise not just any "job" but a true calling.

Welcome to Bitwise!

So what's in it for you?

- Experience a truly dynamic work environment and an opportunity for you to make a difference
- Broaden your horizon, skills and profile working with some of the best minds in the industry
- Take your ideas and passion to the next level with an opportunity to impact markets, technology and the future

1 Sarvanan Nadar

An ISO 9001:2008 & ISO 27001:2013 Certified Company

Aloshi



Bitwise Solutions Pvt. Ltd.
Bitwise World
Off International Convention Centre
Senapati Bapat Road
Pune 411016 India
CIN: U72200PN1997PTC015155
+91 20 40102000
bitwiseglobal.com

Compensation Details

Your annual CTC will be ₹ 3,00,000 /- (Rupees Three Lacs only) P.A. TDS will be deducted as applicable.
The breakup of your salary will be as follows:

	Annual in ₹	Monthly in ₹
Basic	1,38,000.00	11,500.00
HRA	55,200.00	4,600.00
Transport Allowance	27,600.00	2,300.00
Special Allowance	11,040.00	920.00
Medical Allowance	27,600.00	2,300.00
Gross	2,59,440.00	21,620.00
Bonus	24,000.00	0.00
Company contribution to PF	16,560.00	1,380.00
CTC	3,00,000.00	23,000.00

*Bonus will be paid proportionately during 2019 Diwali.

Your employment will be effective from 4th September 2018. However, this offer is contingent upon completion of a successful reference & background check.

We look forward to your confirmation of acceptance at the earliest. That's how eager we are for you to join us!

For BITWISE SOLUTIONS PVT. LTD.
Sincerely,

Arati P Joshi
Vice President

2 Sarvanan Nadar

An ISO 9001:2008 & ISO 27001:2013 Certified Company



Qnifiers
Pune, Maharashtra
100, 8th Floor, Keshavnagar, Pune
100, 8th Floor, Keshavnagar, Pune

CALL LETTER

Date: 26/11/2019

Dear **Prashant K. / Co. CEO**

We are happy to inform you that you have been shortlisted in our ongoing test training in our recruitment center. **Starts from 27/11/2019. On the day of joining you would explain corporate structure with schedule in detail.**

Note:

- We do not charge for the complete training which takes around 3 months.
- We do not charge you for any of the interviews and placement activities conducted from our end.
- The training includes Core JAVA, Manual Testing.
- No other additional subjects/topics are included in the program.

Rules: Following are the rules for successful ability.

- You should have 50% of theoretical and practical all round programming skills.
- Should be ready to relocate to different cities for job interviews (Bangalore, Chennai, Hyderabad, Surat and Delhi).
- Complete the given assignments on time.
- Give everyday presentation.
- Bring this offer letter on the first day along with all semester marks cards, 10th & 12th PUC and any Government ID proof document.

*This letter is valid only on the date of commencement. If you come on any other date then training will not be valid. You may have to pay fee and attend the training.

For further address: 203, 8th Floor, Keshavnagar, Parachute Marigold, Pune
Aundh Road, Mumbai - 400069, Maharashtra.



Prashant K. Bagare
Quality Engineer
100/808/1, Keshavnagar

DIGITAL
LIFE

RJIL/ 57485893/ 11838318/ 040319/ 1717

Date: 4 Mar 2019

Suraj Parab

103/ B2, Unique Homes CHS, Unitech Cross Road,
Tirupati nagar phase-2 , palghar,
Virar, Maharashtra - 401303

Offer cum Appointment Letter

Dear **Suraj Parab**,

This is with reference to your application and subsequent test / interview you had with us, we are pleased to offer you employment in the **Manager Family** as **Assistant Manager** in the Job Role **Graduate Engineer Trainee** on the following terms and conditions:

01. PLACE OF POSTING:

Your initial posting will be at **Navi Mumbai**.

However, during employment with the Company , you may be posted at any other location in India or abroad, without any additional remuneration. Further your services may be transferred to any other Reliance Group Company.

You will join us as soon as possible but not later than **11 Mar 2019**.

02. COMPENSATION:

i. Fixed Pay: INR 4,13,680/- (INR FOUR LAKH THIRTEEN THOUSAND SIX HUNDRED EIGHTY only) per annum

This includes Basic Salary and other allowances, benefits, perquisites etc as per the compensation policy of the company.

ii. Retirals : INR 25,904/- (INR TWENTY FIVE THOUSAND NINE HUNDRED FOUR only) per annum

This includes Provident Fund and Gratuity/Ex-gratia (company's contribution @ 12% of Basic Salary, and 4.81% of Basic Salary, respectively).

Bonus: Payable as per Payment of Bonus Act

Date: 4 Mar 2019

Page 1 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com



DIGITAL
LIFE

Suraj Parab

RJIL/57485893/11838318/040319/1717

CTC is indicative cost to the company and will include the various components of pay that are being offered by the Company for being chosen by you, as per your requirements and subject to prevailing policy and rules. In the year of joining and leaving the Company, the CTC will be pro-rated based on the number of days you are in the employment of the Company. **The available CTC components along with limits have been detailed in Annexure 1-B. For your reference, in Annexure 1-C, we have covered each component of compensation in detail.**

Please note that the components within each category of payments are discretionary and the Company has the right to change these components any time without notice. Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

03. PROVIDENT FUND SCHEME:

You will become a member of the Provident Fund Scheme, as per the rules in force from time to time. The Company's contribution (including contribution to Central Government Pension Scheme) under this scheme is 12% of your Basic Salary with a matching compulsory contribution from you. You will be required to submit necessary enrolment/transfer forms to the HR Department immediately upon joining.

Your compensation and all other payments received by you would be subject to the prevailing tax rules and regulations.

Please review, acknowledge and accept the offer cum appointment letter with annexures including **"Terms & Conditions of Employment"** at Annexure II. These employment terms will be effective from the date of your joining the company, and sets forth the terms and conditions under which Company would employ you and your acceptance of the offer of employment would be on the basis of these terms and conditions of employment.

This offer cum appointment letter shall automatically stand withdrawn, in case we do not receive your acknowledgement and acceptance within **ten days** from issue of this letter.

Your joining is subject to your timely accepting the offer cum appointment letter, verification of your pre-boarding documents as per Annexure II and you being declared medically fit by authorized Medical Officer.

We look forward to your joining our team for a long, successful and pleasant association.

Sincerely yours,

Reliance Jio Infocomm Ltd

AUTHORISED SIGNATORY

ACKNOWLEDGEMENT & ACCEPTANCE

I have read and understood all terms and conditions relating to my appointment/ employment and declare that I hereby unconditionally and irrevocably accept the same.

I shall report for duty on _____

SIGNATURE: _____

DATE: _____

Date: 4 Mar 2019

Page 2 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwadi 5 Flasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

ANNEXURE 1-A		
Name : Suraj Parab		
Compensation Break-up		
Components	Amount in INR	
	Monthly	Annually
A] Fixed Pay		
1. Basic Salary	12,841	1,54,096
2. Residual Choice Pay	8,332	99,982
3. Medical Reimbursement	1,250	15,000
4. Food Coupon	2,600	31,200
5. Gift Coupon	417	5,000
6. Leave Travel Allowance	2,140	25,683
Vehicle		
7. Company Vehicle Scheme	Refer Annex 1B & 1C	
8. Vehicle Insurance	Refer Annex 1B & 1C	
9. Fuel & Maintenance	Refer Annex 1B & 1C	
Housing		
10. House Rent Allowance	5,137	61,639
Insurance		
11. Group Personal Accident Insurance Premium	48	570
12. Group Term Life Insurance Premium	38	450
13. Medical insurance Premium	1,672	20,060
Total - Fixed Pay [A]	34,473	4,13,680

Date: 4 Mar 2019

Page 3 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadij, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

ANNEXURE 1-A			
Name : Suraj Parab			
Compensation Break-up			
Components	Amount in INR		
	Monthly	Annually	
B] Retirals			
1.	PF - Employer Contribution (12% of Basic Salary)	1,541	18,492
2.	Gratuity / Ex-gratia (4.81% of Basic Salary)	618	7,412
Total - Retirals [B]		2,159	25,904
C] Bonus			
1.	Bonus (As per Act)	868	10,417
Total Bonus [C]		868	10,417
Total - Committed Pay [A] + [B] + [C]		37,500	4,50,000
D] Performance Linked Incentives			
1.	Performance Linked Incentive	0	0
Total - Performance Linked Incentive [D]		0	0
Total CTC [A] + [B] + [C] + [D]		37,500	4,50,000

The above amounts are the maximum permissible limits. On joining, you may change the same to suit your needs.

Date: 4 Mar 2019

Page 4 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi/ Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com



DIGITAL
LIFE

Suraj Parab

RJIL/57485893/11838318/040319/1717

ANNEXURE 1 - B			
Name : Suraj Parab			
Ref	Components	Details	Remarks
A.1	Basic Salary	This is the base pay component of the fixed pay and is the reference salary for Provident Fund and Gratuity/Ex-gratia contribution	Fully Taxable
A.2	Residual Choice Pay	Balance amount of Fixed Pay, if any, will be paid as 'Residual Choice Pay'	Fully Taxable
A.3	Medical Reimbursement	Upto INR 15,000 per annum	Fully Taxable
A.4	Food Coupon	Maximum limit prescribed under this element is INR 31,200/- per annum. (Sodexo or Ticket Restaurant 'Meal Vouchers')	Tax Free
A.5	Gift Coupon	Maximum limit prescribed under this element is INR 5000/- per annum. (Sodexo / Accor / Reliance Retail Coupons)	Tax Free
A.6	Leave Travel Allowance	1. Maximum limit prescribed under this element is upto 2 month's basic salary. 2. Maximum 2 times, in a block of 4 years (e.g. 01.01.2018 - 31.12.2021) 3. Can be carried forward one time for next block.	Tax Exempted
A.7	Company Leased Vehicle Scheme (4)	1. Eligibility : All employees in the Leader and Manager Family (excluding Fixed Term Contract employees) 2. EM I shall be calculated on negotiated interest rates, on monthly reducing balance basis for the period selected as per Policy.	Tax Exempted [upto the value of EMI]
A.8	Company Leased Vehicle Insurance (4)	1. Eligibility : All employees in the Leader and Manager Family (excluding Fixed Term Contract employees) 2. Employees have a choice to select insurance between either bumper to bumper insurance or comprehensive insurance through the authorized third party provider. Employees would be required to purchase the insurance directly through the third party provider.	Tax Exempted

Date: 4 Mar 2019

Page 5 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

ANNEXURE 1 - B			
Name : Suraj Parab			
Ref	Components	Details	Remarks
A.9	Fuel and Maintenance Reimbursement	Limits for Fuel & Maintenance for Own and Lease Plan Vehicles are as under: Four Wheeler - INR 1,80,000 per annum Two Wheeler - INR 24,000 per annum	Tax Exempted (Taxable perquisite Notional Value)- INR 1800 per month if cubic capacity of engine is less than or equal to 1600 cc)- INR 2400 per month if cubic capacity of engine is more than or equal to 1600 cc)
A.10	House Rent Allowance	1. Mumbai/Kolkata/Delhi/Chennai least of the following : A] Allowance actually received. B] Rent paid in excess of 10% of Basic Salary C] 50% of Basic Salary 2. Any city in India other than the ones mentioned above: Least of the following : A] Allowance actually received B] Rent paid in excess of 10% of Basic Salary C] 40% of Basic Salary	Tax Exempted
A.11	Group Personal Accident Insurance Premium (3)	Mandatory debit of INR 570 per annum. Sum insured is INR 25 Lacs	
A.12	Group Term Life Insurance Premium (3)	Mandatory Debit of INR 450 per annum Sum insured is INR 10 Lacs.	

Date: 4 Mar 2019

Page 6 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Rasta, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com



Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

ANNEXURE 1 - B			
Name : Suraj Parab			
Ref	Components	Details	Remarks
A.13	Medical Insurance Premium i) Self, Spouse, 3 Dependent Children and Dependent Parents (3)	Leader Family - INR 22,717 per person per annum for self and spouse. INR 11,735 per child per annum. Dependent parents will be covered by a floater Mediclaim Policy of INR 5 Lacs with a premium of INR 20,060 per annum. Manager Family - INR 20,060 per annum for self, spouse, 3 Dependent children (up to 25 years) and Dependent parents. Floater Mediclaim Policy of INR 5 lacs per annum.	-
B.1	PF (Employer contribution)	12% of Basic Salary.	-
B.2	Gratuity/ Ex-gratia	4.81% of Basic Salary. This is paid on separation. If separation occurs before 5 years of service, the amount is paid as an ex-gratia and is fully taxable. In case of service more than 5 years an amount equivalent to 15 days Basic Pay (last drawn)x No. of completed years of service is paid on separation. Gratuity is tax-free upto INR 20 Lacs. Any amount paid over and above 20 Lacs is taxable and is paid as an ex-gratia.	-
C.1	Bonus	Payable as per Payment of Bonus Act	-
D.1	Performance Linked Incentive	The Performance Linked Incentive is a 'Deferred incentive' and is based on the Performance Management System of the Company. It is the variable component of the CTC and represents the potential earning to an employee.	Taxable

1. The income tax calculation is provisional and is based on the current Income Tax Rules. Any change in the Rules will impact the Income Tax projections.

2. Fixed Pay elements like Fuel & Maintenance, Medical Reimbursements, LTA are reimbursed based on the actual bills to be submitted and in case the same falls short of the amount chosen, balance will be paid as taxable allowance.

3. The insurance premium and coverage amount is subject to revision based on the company policy

4. The company leased vehicle scheme and insurance are subject to revision based on the company policy.

Date: 4 Mar 2019

Page 7 of 21

Reliance Jio Infocomm Limited: CIN U72900GJ2007PLC105869

Registered Office: Office - 101, Saffron, Nr. Centre Point, Panchwati 5 Flata, Ambawadi, Ahmedabad-380006, Gujarat, India.
Tel no: 079-35600100, www.jio.com

Suraj Parab

RJIL/57485893/11838318/040319/1717

Annexure I-C

COMPONENTS OF COMPENSATION

The Company follows a Cost to the Company (CTC) structure that reflects the total cost of an employee to the organization and includes all direct & indirect payments including benefits, perquisites, subsidies. It is so designed so as to provide flexibility to the employees in structuring their compensation package. However, the components within each category of payments are discretionary and the company has right to change these components any time without notice.

The main components under Cost to Company Structure are:

I. Fixed Pay

a) Basic Salary :

This is the base pay component of the fixed pay and is the reference salary for Provident Fund and Gratuity/Ex-gratia contribution. (Please refer **Point II Retirals** below.)

b) Fuel & Vehicle Maintenance Reimbursements :

All employees who have opted for a vehicle under company leased vehicle scheme are eligible for Fuel & Vehicle Maintenance Reimbursements. Additionally, employees who wish to use their self-owned vehicles are also eligible for the same. The limit for Fuel & Maintenance Reimbursements is as under:

Four Wheeler - INR 1,80,000 per annum

Two Wheeler - INR 24,000 per annum

Tax exemption will be subject to supporting provided as per limits defined above.

c) Children's Education Allowance (CEA)

To meet the expenses incurred by Employee towards the education expenses of employee's children. Maximum up to INR 100 per child per month subject to a maximum of two children is tax exempt.

d) Children's Hostel Allowance (CHA)

To meet the expenses incurred by Employee towards hostel expenses of Employee's children. Maximum up to INR 300 per child per month subject to a maximum of two children is tax exempt.



Suraj Parab

RJIL/57485893/11838318/040319/1717

e) Leave Travel Assistance (LTA)

LTA refers to the reimbursement that the Company provides towards the expenses incurred by employee on vacation travel with their families to any place within India. There are certain qualifying criteria for claiming LTA. These are detailed below:

- Employee must necessarily take 5 days of continuous Privilege Leave
- The family for this purpose includes spouse, unmarried dependent children upto two only, parents and dependent brothers and sisters.
- No advance is given towards LTA. It must be claimed as a reimbursement against actual bills and travel documents.

Entitlement: Employee has to decide on the quantum of LTA (could be upto 2 months' basic salary) that employee would like to avail as a part of his elected pay components. This choice has to be made by employee at the time of joining and subsequently at the beginning of every financial year. A mid-year change on the quantum of LTA is not permissible.

Two journeys, anywhere in India, in a block of four years is tax exempt. The current block is calendar year 2018 - 2021.

f) Medical Reimbursement

The expenses incurred by employee to meet health related expenditure, such as medicines, doctor's fees etc of the employee and his family members will be reimbursed upto a maximum of INR 15,000 per annum against production of bills..

g) Conveyance Allowance

The expenses incurred by an employee for travelling from his residence to the office at the base location. However, this option can be availed only if the employee is not covered under the company car scheme.

h) Sodexo / Accor Food & Gift Coupons

Sodexo / Accor Pass Meal Vouchers are food coupons that can be exchanged for food and beverages at over 11,000 affiliated establishments across India.

However, once purchased, these coupons cannot be redeemed for cash. Similarly, the Sodexo / Accor Pass Gift Vouchers can be used to buy daily necessities at over 6000 affiliated establishments across India.

Meal Vouchers up to INR 31,200 per annum is tax exempt.



DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

i) Gift Coupons

Upto INR 5,000 per annum is tax exempt.

j) House Rent Allowance (HRA)

House Rent Allowance is paid in order to meet the expenses incurred on account of rented accommodation.

Quantum of HRA will be decided by employee as a part of Employee Fixed Pay Breakup [50% of Basic salary in Mumbai, Delhi, Kolkata & Chennai (or) 40% of Basic salary in other locations].

The amount of HRA exempt from tax will be the least of the following amounts:

1. Actual HRA received (or)
2. Rent paid less 10% of Basic salary (or)
3. 50% of Basic salary in Mumbai, Delhi, Kolkata & Chennai (or) 40% of Basic salary in other locations

k) Company Leased Vehicle Scheme

1. All employees in the Manager and Leader Family (excluding Fixed Term Contract employees) are eligible for Company Leased Vehicle Scheme.
2. The vehicle will be registered in the name of the employee. However, the Registration Certificate and Insurance shall bear the hypothecation of the lessor (Leasing Company).
3. In accordance, EMI shall be calculated on negotiated interest rates, on monthly reducing balance basis for the period selected as per Policy.
4. Employee would have an option to buy the vehicle at a pre-determined market residual value of not less than 20% of the original net funded cost and he/she needs to fulfil the requisite formalities.
5. There would be no prerequisite applicable for vehicles, under CLV plan.

Comprehensive Insurance coverage

1. Employees have a choice to select insurance between either bumper to bumper insurance or comprehensive insurance through the authorized third party provider. Company has negotiated preferential rates for motor insurance with the third party provider and employees would be required to purchase the insurance directly through the third party provider.
2. This option would be subject to appropriate GST & interest on EMI's.
3. Leasing company has corporate tie up's with some of the Insurance companies and employees can choose from those companies.

[The company leased vehicle scheme and insurance are subject to revision based on the company policy]



DIGITAL
LIFE

Suraj Parab

RJIL/ 57485893/ 11838318/ 040319/ 1717

l) Residual Choice Pay

The balance un-utilized amount under Fixed Pay is paid under this salary head as "Residual Choice Pay" and is subject to tax.

Please note that a declaration has to be made by the employee at the beginning of the financial year or within 7 days of joining the Company regarding the amounts to be claimed under each expense mentioned above. All bills / supporting documents are to be provided at the end of the financial year by 15 January.

m) Insurance - Personal Accident, Medical & Group Term Life Insurance

i) Group Personal Accident Insurance

The Sum insured is INR 25 lacs and the corresponding debit towards premium is INR 570/- p.a. The Insurance premium and coverage amount is subject to revision as per company policy.

Benefit Clauses

1. Death 100% of sum Insured.
2. Permanent Total disablement 100% of Sum Insured as per Insurance policy.
3. Permanent Partial disablement varies from 1% to 75% of sum insured as per insurance policy.
4. Temporal Total disablement 1% of capital sum insured per week subject a maximum of INR 5000 per week for a period of 100 weeks.

ii) Medical Coverage

Leader Family

Self, spouse and 3 dependent children up to 25 years will be covered by Company's Management Medical scheme on actual both for Domiciliary and Hospitalization. The Mandatory Debits are as follows.

Family Definition	Benefits	Mandatory Debit (p.a.)
Self and Spouse	At Actuals	INR 22,717/- per person p.a.
3 dependent Children upto 25 years of age	At Actuals	INR 11,735 /- per child p.a.

Dependent parents of Leaders will be covered by the Floater Mediclaim policy. The total coverage will be INR 5 Lacs irrespective of the number of members covered. Hospitalization room category will be up to a maximum of Deluxe Single room. The mandatory debit will be INR 20,060/- per annum. This scheme does not cover expenditure for spectacles, General Health checkups, external appliances, ayurvedic and Homeopathic treatment.

Reimbursement of Dental treatment is limited to INR 15,000 per family per annum and cosmetic dentistry is not covered by the scheme.



Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Syntel family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,

Adarsh Krishna
Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions.

Signature

ANNEXURE A

SALARY DISTRIBUTION

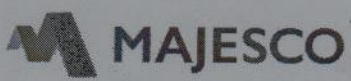
Name : Anjana Kolatt Anilkumar			
Designation : Associate Consultant			
Band : AC1			
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)		1,500	18,000
Special Allowance (D)		2,830	33,960
City Allowance (EE)		903	10,840
Bonus (F)		2,000	24,000
Co.'s Contribution to PF (G)		1,800	21,600
Transport Expenses		1,600	19,200
Medical Reimbursement Expenses		1,250	15,000
Sub-Total - I (H)	100%	25,433	305,200
Reimbursements and Other Benefits			
Leave Travel Assistance		400	4,800
Sub-Total - II		400	4,800
Total Compensation (I + II)		25,833	310,000

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills – your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC

10/11/17



Majesco Software and Solutions India Pvt. Ltd.
Regd. Off. : MNDC, P-136, Millennium Business
Park, Mahape, Navi Mumbai, 400 710, India

+91 22 6150 1800
+91 22 2778 1320
www.majesco.com

52

Date: 12/09/2017

Ref: HRD/00/Jul/00

Mr./Ms. ASMITA DALVI
D-204, YDKUL CONCORDE
AGARWAL GARDENS,
VIRAR WEST

Letter of Offer

Dear ASMITA,

Welcome to the opportunity to make a valuable difference!

We are proud to invite you to join the Majesco family and are pleased to offer you the position of "Trainee Software Engineer" in Grade T2, at an Annual Cost to the Company of Rs. 365,000 lacs per annum.

This appointment will be subject to your successful completion of the course with 60% and above marks without Allowed to Keep Terms (ATKT) in all the semesters.

The detailed terms and conditions of your Offer will be as per Annexure I and II.

At Majesco, you will find the environment is charged with enthusiasm and offers unlimited growth for individuals who live the Company vision with a passion.

You will be expected to join us on or before Monday, the 02nd July 2018 at Mumbai/Pune.

You will be required to undergo a Company sponsored medical check-up, third party background verification and reference check clearance in order to confirm this offer.

We look forward to your dedication and commitment as we work together and wish you many fruitful years here at Majesco. We expect you to be a critical pillar for all stakeholders of Majesco.

This Letter of Offer will be deemed to be your Letter of Appointment from the date of your joining and commencement of your employment with the Company.

Please sign and return a copy of this letter as a formal acceptance of our offer and your confirmation to us by the date mentioned above.

With regards,

Yours sincerely,

For Majesco Software and Solutions India Private Limited

Ketan Joshi
Group Software Manager

Received & Accepted

Signature Asmita

Date 12/09/17

ANNEXURE - I

<u>Monthly Components</u>	<u>Salary Breakup</u>
Basic	9,800
HRA	4,900
Lunch Allowance/Coupons	2,200
Conveyance	1,600
Medical Allowance	1,250
Child Education Allowance	200
NPS Adhoc	980
Adhoc Allowance	5,227
Monthly Gross	26,157
<u>Annual Components</u>	
Monthly Gross x 12	313,884
PF	14,112
LTA	19,600
Annual Gross	347,596
Gratuity	4,704
Insurance Premium	5,000
Housing Loan Subsidy	7,700
Annual Cost to Company	365,000

Benefits

1. Medichaim Coverage for hospitalization will be available for you and your family (spouse and dependent children) up to Rs. 2,00,000/- P.A.
2. Group Personal Accident Coverage upto a maximum of Rs. 10 lac for the employee.
3. Group Life Insurance Cover of Rs. 11 Lacs (Rs. 6Lacs through EDLI Scheme and Rs. 5 Lacs through Group Term Life cover)

Explanation - Salary Components

Total Cost to Company represents all components of compensation including basic, allowances, reimbursements, benefits and incentives.

Computation of the following components of salary has been made based on specific assumptions and current estimates as detailed below :

NPS Adhoc

Employees have an option of contributing to NPS (National Pension System). In case if you choose to avail NPS option, this component will be utilised to contribute to your NPS account. If the NPS option is not availed, this amount will be paid through monthly payroll.

LTA

Employees have an option of selecting the payout of LTA as Monthly or Annual mode. A new joinee has to necessarily provide a declaration before their first salary payout. If no option is declared then by default the employee will be entitled to Annual mode of LTA.

Lunch Coupons

Employees have an option to opt for either Lunch Coupons or Lunch Allowance as part of the monthly salary. A new joinee has to necessarily provide a declaration before their first salary payout. If no option is declared then by default the employee will be given Lunch Coupons.

Gratuity

Employees are entitled to payment of Gratuity of 15 days of Basic Pay, for every year of completed service once they complete 5 years in the company, as per the Payment of Gratuity Act 1972. In the event the employee ceases to be in employment before completion of five years, this benefit will be forfeited.

Insurance Premium

Represents the medical insurance premium per employee paid by the Company for coverage in the Group Mediclaim Policy, Group Accident Policy and the Life Insurance covers such as Employee Deposit Linked Insurance (EDLI) and Group Term Life (GTL) schemes. The scheme may be changed as per the policy of the Company from time to time.

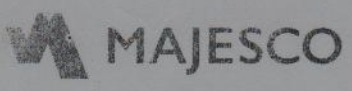
Housing Loan Subsidy

All employees earning upto a maximum of Rs. 10 lacs p.a. are entitled to a housing loan interest subsidy after completion of 6 months in the organisation. The above mentioned amount is an average estimated rate.

5

73

03



Majesco Software and Solutions India Pvt. Ltd.
Regd. Off. : MNDC, P-136, Millennium Business
Park, Mahape, Navi Mumbai, 400 710, India

+91 22 6150 1800
+91 22 2778 1320
www.majesco.com

Date: 12/09/2017

Ref: HRD/00/Jul/00

Mr./Ms. BEULAH ALEXANDER
403 - MARVE QUEEN II,
ALT TALAR ROAD,
MALAD WEST

Letter of Offer

Dear BEULAH...

Welcome to the opportunity to make a valuable difference!

We are proud to invite you to join the Majesco family and are pleased to offer you the position of "Trainee Software Engineer" in Grade T2, at an Annual Cost to the Company of Rs. 365,000 lacs per annum.

This appointment will be subject to your successful completion of the course with 60% and above marks without Allowed to Keep Terms (ATKT) in all the semesters.

The detailed terms and conditions of your Offer will be as per Annexure I and II.

At Majesco, you will find the environment is charged with enthusiasm and offers unlimited growth for individuals who live the Company vision with a passion.

You will be expected to join us on or before Monday, the 02nd July 2018 at Mumbai/Pune.

You will be required to undergo a Company sponsored medical check-up, third party background verification and reference check clearance in order to confirm this offer.

We look forward to your dedication and commitment as we work together and wish you many fruitful years here at Majesco. We expect you to be a critical pillar for all stakeholders of Majesco.

This Letter of Offer will be deemed to be your Letter of Appointment from the date of your joining and commencement of your employment with the Company.

Please sign and return a copy of this letter as a formal acceptance of our offer and your confirmation to us by the date mentioned above.

With regards,

Yours sincerely,

For Majesco Software and Solutions India Private Limited

Ketan Joshi
Group Software Manager

Received & Accepted

Signature

Date 12-09-2017

ANNEXURE - I

<u>Monthly Components</u>	<u>Salary Breakup</u>
Basic	9,800
HRA	4,900
Lunch Allowance/Coupons	2,200
Conveyance	1,600
Medical Allowance	1,250
Child Education Allowance	200
NPS Adhoc	980
Adhoc Allowance	5,227
Monthly Gross	26,157
<u>Annual Components</u>	
Monthly Gross x 12	313,884
PF	14,112
LTA	19,600
Annual Gross	347,596
Gratuity	4,704
Insurance Premium	5,000
Housing Loan Subsidy	7,700
Annual Cost to Company	365,000
<u>Benefits</u>	
1. Medclaim Coverage for hospitalization will be available for you and your family (spouse and dependent children) up to Rs. 2,00,000/- P.A.	
2. Group Personal Accident Coverage upto a maximum of Rs. 10 lac for the employee.	
3. Group Life Insurance Cover of Rs. 11 Lacs (Rs. 6Lacs through EDLI Scheme and Rs. 5 Lacs through Group Term Life cover)	
<u>Explanation - Salary Components</u>	
Total Cost to Company represents all components of compensation including basic, allowances, reimbursements, benefits and incentives.	
Computation of the following components of salary has been made based on specific assumptions and current estimates as detailed below :	

78
Date: 12/09/2017

Ref: HRD/00/Jul/00

Mr./Ms. ONKAR WALAYALKAR
03, CM. SHIV SADAN,
NARAD VINAYAK LANE,
VIPAR (EAST)

Letter of Offer

Dear ONKAR,

Welcome to the opportunity to make a valuable difference!

We are proud to invite you to join the Majesco family and are pleased to offer you the position of "Trainee Software Engineer" in Grade T2, at an Annual Cost to the Company of Rs. 365,000 lacs per annum.

This appointment will be subject to your successful completion of the course with 60% and above marks without Allowed to Keep Terms (ATKT) in all the semesters.

The detailed terms and conditions of your Offer will be as per Annexure I and II.

At Majesco, you will find the environment is charged with enthusiasm and offers unlimited growth for individuals who live the Company vision with a passion.

You will be expected to join us on or before Monday, the 02nd July 2018 at Mumbai/Pune.

You will be required to undergo a Company sponsored medical check-up, third party background verification and reference check clearance in order to confirm this offer.

We look forward to your dedication and commitment as we work together and wish you many fruitful years here at Majesco. We expect you to be a critical pillar for all stakeholders of Majesco.

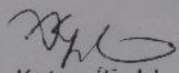
This Letter of Offer will be deemed to be your Letter of Appointment from the date of your joining and commencement of your employment with the Company.

Please sign and return a copy of this letter as a formal acceptance of our offer and your confirmation to us by the date mentioned above.

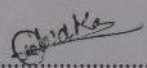
With regards,

Yours sincerely,

For Majesco Software and Solutions India Private Limited


Ketan Joshi
Group Software Manager

Received & Accepted

Signature 

Date 12/9/17

ANNEXURE - I

<u>Monthly Components</u>	<u>Salary Breakup</u>
Basic	9,800
HRA	4,900
Lunch Allowance/Coupons	2,200
Conveyance	1,600
Medical Allowance	1,250
Child Education Allowance	200
NPS Adhoc	980
Adhoc Allowance	5,227
Monthly Gross	26,157
<u>Annual Components</u>	
Monthly Gross x 12	313,884
PF	14,112
LTA	19,600
Annual Gross	347,596
Gratuity	4,704
Insurance Premium	5,000
Housing Loan Subsidy	7,700
Annual Cost to Company	365,000

Benefits

1. Medclaim Coverage for hospitalization will be available for you and your family (spouse and dependent children) up to Rs. 2,00,000/- P.A.
2. Group Personal Accident Coverage upto a maximum of Rs. 10 lac for the employee.
3. Group Life Insurance Cover of Rs. 11 Lacs (Rs. 6Lacs through EDLI Scheme and Rs. 5 Lacs through Group Term Life cover)

Explanation - Salary Components

Total Cost to Company represents all components of compensation including basic, allowances, reimbursements, benefits and incentives.

Computation of the following components of salary has been made based on specific assumptions and current estimates as detailed below :

NPS Adhoc

Employees have an option of contributing to NPS (National Pension System). In case if you choose to avail NPS option, this component will be utilised to contribute to your NPS account. If the NPS option is not availed, this amount will be paid through monthly payroll.

LTA

Employees have an option of selecting the payout of LTA as Monthly or Annual mode. A new joinee has to necessarily provide a declaration before their first salary payout. If no option is declared then by default the employee will be entitled to Annual mode of LTA.

Lunch Coupons

Employees have an option to opt for either Lunch Coupons or Lunch Allowance as part of the monthly salary. A new joinee has to necessarily provide a declaration before their first salary payout. If no option is declared then by default the employee will be given Lunch Coupons.

Gratuity

Employees are entitled to payment of Gratuity of 15 days of Basic Pay, for every year of completed service once they complete 5 years in the company, as per the Payment of Gratuity Act 1972. In the event the employee ceases to be in employment before completion of five years, this benefit will be forfeited.

Insurance Premium

Represents the medical insurance premium per employee paid by the Company for coverage in the Group Mediciam Policy, Group Accident Policy and the Life Insurance covers such as Employee Deposit Linked Insurance (EDLI) and Group Term Life (GTL) schemes. The scheme may be changed as per the policy of the Company from time to time.

Housing Loan Subsidy

All employees earning upto a maximum of Rs. 10 lacs p.a. are entitled to a housing loan interest subsidy after completion of 6 months in the organisation. The above mentioned amount is an average estimated rate.



05
2018

SYNTEL PRIVATE LIMITED
SEZ - Unit
(Syntel - Special Economic Zone)
Plot No. B-1/B2, Software Technology Park,
Dehu - Alandi Road, MIDC Talawade, Tal -
Haveli,
Pune - 412 114 India
Tel: 91 020 40701000
Fax: 91 020 40781100

Date: 12th September 2018

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Lakshmi Gopalakrishnan,
Syntellect ID: SBEC1815719

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with Syntel nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.

The Company shall conduct a background verification of all records/ references provided by you. Your employment with the Company will be subject to your background check records being clear, satisfactory, and free from ambiguity and in accordance with the policies of the Company prevalent from time to time. The Company reserves the right to ask you to furnish additional documentation or supporting information in this regard, as and when considered necessary. In case



Your background verification process is not completed within the company specified timeline, intimated to you via email, your selection would be deemed to be canceled.

This Offer of Intent is also contingent upon us working to determine an appropriate start date for your employment. The training is for a period of one (1) year, or any other period as the Company deems necessary, from the date of commencement of your service and you will be required to sign a separate agreement, by way of which you agree to remain in the employment of the Company during such period of training, and for a period of one year thereafter (hereinafter referred to as "the period"). Such agreement will also form part of your employment terms with the Company.

You will be continuously assessed during your training. If you do not complete the class room/on job training to our satisfaction, your appointment stands cancelled. That the intent of on-boarding will automatically expire if the candidate fails to respond to this Letter of Intent in writing/e-mail on or before the end of **5 days** from date of its issuance.

If the above stated terms are acceptable to you, kindly sign and return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions herein.

For the sake of information, an indicative break up of salary and the designation that will apply in case an offer is made to you is attached herewith as Annexure A. Some of the foundation skills on which you need to brush up your concept are attached here as part of Annexure B. We take this opportunity to welcome you into Syntel family and look forward to a very fruitful association with you.

Yours Sincerely,
For Syntel Pvt. Ltd,

Adarsh Krishna
Head - Global Recruitment

I have read this Offer of Intent and accept the stipulated terms and conditions.

Signature

Encl: Annexure



ANNEXURE A

SALARY DISTRIBUTION

Name : Lakshmi Gopalakrishnan			
Designation : Associate Consultant			
Band : AC1			
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)		1,500	18,000
Special Allowance (D)		2,830	33,960
City Allowance (EE)		903	10,840
Bonus (F)		2,000	24,000
Co.'s Contribution to PF (G)		1,800	21,600
Transport Expenses		1,600	19,200
Medical Reimbursement Expenses		1,250	15,000
Sub-Total - I (H)	100%	25,433	305,200
Reimbursements and Other Benefits			
Leave Travel Assistance		400	4,800
Sub-Total - II		400	4,800
Total Compensation (I + II)		25,833	310,000

ANNEXURE B

We would also like you to brush up your concepts on the below foundation skills - your expertise on the aforesaid topics could enable you get an opportunity to work on some in-demand skills which are critical to the organization. You would have an opportunity to be fast tracked into training and get assigned to projects sooner.

SQL	DML, DDL, DQL, TCL, DCL, Sub Query, Joins, Sets, Date & String Functions, Constraints
HTML5	Form Elements & Attributes, Video, Audio, Events, Doctypes
CSS3	Selectors, Box Model, Backgrounds
Java Script	Statements, Functions, Events, Array, Date, Conditions
JS JSON	JSON basic, JSON vs XML
Core Java	OOPS concepts, Access Specifiers & Modifiers, Packages, Exception Handling, Collections, JDBC



Aldel Education Trust's
St. John College of Engineering and Management, Palghar



Department of Computer Engineering

Higher Studies



Aldel Education Trust's
St. John College of Engineering and Management
Department of Computer Engineering



Academic Year 2017-18

Higher Studies				
Assessment Year 2014-18				
Sr.No	Name of the student	Enrollment Number	Name of the Business/Company	Reg/GST Number
1	Ms. Prachiti Naik	EU1142065	University of MarryLand	
2	Mr. Saish Sankhe	EU1142013	MET Institute of Management, Bandra	
3	Ms. Yesha Desai	EU1142075	Conestoga College, Cannada	8638328
4	Ms. Himansha Shinde	EU1142077	Torrens University, Australia	00318911T
5	Ms. Padmakshi Bhat	EU1142055	MET Institute of Computer Science , Bandra Mumbai	PGD1902761
6	Ms. Parthvi Pandey	EU1142051	MET Institute of Computer Science , Delhi	PGD2001434

for Daboo
CREPT Coordinator

Chie.
HOD

Head
Department of Computer Engineering
SJCEM, Palghar.



SEVIS ID: N0029044563

SURNAME/PRIMARY NAME Naik	GIVEN NAME Prachiti Prakash	Class of Admission <h1>F-1</h1> ACADEMIC AND LANGUAGE
PREFERRED NAME Prachiti Prakash Naik	PASSPORT NAME	
COUNTRY OF BIRTH INDIA	COUNTRY OF CITIZENSHIP INDIA	
DATE OF BIRTH 07 MARCH 1997	ADMISSION NUMBER	
FORM ISSUE REASON INITIAL ATTENDANCE	LEGACY NAME	

SCHOOL INFORMATION

SCHOOL NAME University of Maryland, Baltimore County University of Maryland, Baltimore County	SCHOOL ADDRESS 1000 Hilltop Circle, Administration Building 224, Baltimore, MD 21250
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Michelle Massey Assistant Director, International Education Services	SCHOOL CODE AND APPROVAL DATE BAL214F00062000 27 JANUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL MASTER'S	MAJOR 1 Information Science/Studies 11.0401	MAJOR 2 None 00.0000
PROGRAM ENGLISH PROFICIENCY Required	ENGLISH PROFICIENCY NOTES Student is proficient	EARLIEST ADMISSION DATE 30 JULY 2018
START OF CLASSES 29 AUGUST 2018	PROGRAM START/END DATE 29 AUGUST 2018 - 25 MAY 2020	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 9 MONTHS		STUDENT'S FUNDING FOR: 9 MONTHS	
Tuition and Fees	\$ 21,230	Personal Funds	\$ 0
Living Expenses	\$ 11,316	Funds From This School	\$
Expenses of Dependents (0)	\$ 0	Family	\$ 35,000
Health Insurance	\$ 2,397	On-Campus Employment	\$
TOTAL	\$ 34,943	TOTAL	\$ 35,000

REMARKS

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

<input checked="" type="checkbox"/>	DATE ISSUED 17 March 2018	PLACE ISSUED Baltimore, MD
SIGNATURE OF: Michelle Massey, Assistant Director, International Education Services		

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. Parent or guardian, and student, must sign if student is under 18.

<input checked="" type="checkbox"/>	SIGNATURE OF: Prachiti Prakash Naik	DATE
<input checked="" type="checkbox"/>	SIGNATURE	DATE
NAME OF PARENT OR GUARDIAN	SIGNATURE	ADDRESS (city/state or province/country) DATE

SEVIS ID: N0029044563

SURNAME/PRIMARY NAME Naik	GIVEN NAME Prachiti Prakash	Class of Admission F-1 ACADEMIC AND LANGUAGE
PREFERRED NAME Prachiti Prakash Naik	PASSPORT NAME	
COUNTRY OF BIRTH INDIA	COUNTRY OF CITIZENSHIP INDIA	
DATE OF BIRTH 07 MARCH 1997	ADMISSION NUMBER	
FORM ISSUE REASON INITIAL ATTENDANCE	LEGACY NAME	

SCHOOL INFORMATION

SCHOOL NAME University of Maryland, Baltimore County University of Maryland, Baltimore County	SCHOOL ADDRESS 1000 Hilltop Circle, Administration Building 224, Baltimore, MD 21250
SCHOOL OFFICIAL TO CONTACT UPON ARRIVAL Michelle Massey Assistant Director, International Education Services	SCHOOL CODE AND APPROVAL DATE BAL214F00062000 27 JANUARY 2003

PROGRAM OF STUDY

EDUCATION LEVEL MASTER'S	MAJOR 1 Information Science/Studies 11.0401	MAJOR 2 None 00.0000
PROGRAM ENGLISH PROFICIENCY Required	ENGLISH PROFICIENCY NOTES Student is proficient	EARLIEST ADMISSION DATE 30 JULY 2018
START OF CLASSES 29 AUGUST 2018	PROGRAM START/END DATE 29 AUGUST 2018 - 25 MAY 2020	

FINANCIALS

ESTIMATED AVERAGE COSTS FOR: 9 MONTHS		STUDENT'S FUNDING FOR: 9 MONTHS	
Tuition and Fees	\$ 21,230	Personal Funds	\$ 0
Living Expenses	\$ 11,316	Funds From This School	\$ 0
Expenses of Dependents (0)	\$ 0	Family	\$ 35,000
Health Insurance	\$ 2,397	On-Campus Employment	\$ 0
TOTAL	\$ 34,943	TOTAL	\$ 35,000

REMARKS

SCHOOL ATTESTATION

I certify under penalty of perjury that all information provided above was entered before I signed this form and is true and correct. I executed this form in the United States after review and evaluation in the United States by me or other officials of the school of the student's application, transcripts, or other records of courses taken and proof of financial responsibility, which were received at the school prior to the execution of this form. The school has determined that the above named student's qualifications meet all standards for admission to the school and the student will be required to pursue a full program of study as defined by 8 CFR 214.2(f)(6). I am a designated school official of the above named school and am authorized to issue this form.

<input checked="" type="checkbox"/>	DATE ISSUED 17 March 2018	PLACE ISSUED Baltimore, MD
SIGNATURE OF: Michelle Massey, Assistant Director, International Education Services		

STUDENT ATTESTATION

I have read and agreed to comply with the terms and conditions of my admission and those of any extension of stay. I certify that all information provided on this form refers specifically to me and is true and correct to the best of my knowledge. I certify that I seek to enter or remain in the United States temporarily, and solely for the purpose of pursuing a full program of study at the school named above. I also authorize the named school to release any information from my records needed by DHS pursuant to 8 CFR 214.3(g) to determine my nonimmigrant status. **Parent or guardian, and student, must sign if student is under 18.**

<input checked="" type="checkbox"/>	SIGNATURE OF: Prachiti Prakash Naik	DATE
NAME OF PARENT OR GUARDIAN	<input checked="" type="checkbox"/> SIGNATURE	ADDRESS (city/state or province/country)
		DATE

SEVIS ID: N0029044563 (F-1)

NAME: Prachiti Prakash Naik

EMPLOYMENT AUTHORIZATIONS

--

CHANGE OF STATUS/CAP-GAP EXTENSION

--

AUTHORIZED REDUCED COURSE LOAD

--

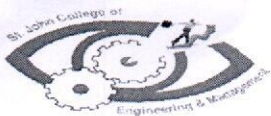
CURRENT SESSION DATES

CURRENT SESSION START DATE	CURRENT SESSION END DATE
----------------------------	--------------------------

TRAVEL ENDORSEMENT

This page, when properly endorsed, may be used for re-entry of the student to attend the same school after a temporary absence from the United States. Each endorsement is valid for one year.

Designated School Official	TITLE	SIGNATURE	DATE ISSUED	PLACE ISSUED
		X		
		X		
		X		
		X		



Namdev Patil <namdevp@sjcem.edu.in>

Offer Letter and Higher studies Proof

Ajay Sirsat <ajays@sjcem.edu.in>

24 March 2021 at 16:36

To: Aditi Raut <aditir@sjcem.edu.in>, Namdev Patil <namdevp@sjcem.edu.in>

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

From: **Saish Sankhe** <sankhesaish2@gmail.com>

Date: Fri, 12 Mar, 2021, 8:14 PM

Subject: Re: Offer Letter and Higher studies Proof

To: Ajay Sirsat <ajays@sjcem.edu.in>

Dear Ajay Sir,

I hope you are safe.

Please find the following offer letter from my latest employer.

Regards,

Saish Sankhe.

[Quoted text hidden]



Saish Sankhe_EFKON.pdf

645K



EFKON INDIA PVT. LTD., 1405 - 1408, 'SUPREMUS', E - Wing, I Think Techno Campus, Kanjurmarg (East), Mumbai - 400042,

06-03-2021
Saish Sankhe
+91 8446118934

SUB: Offer Letter – Management Trainee

Dear Saish

Following our recent discussions, we are delighted to offer you the position of Management Trainee with **Efkon India**. Upon joining Team - Efkon, you will become part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of service and advice.

As a member of Our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the products, actions, advice and results that you provide as a representative of Our Organization. In return, we are committed to providing you with every opportunity to learn grow and stretch to the highest level of your ability and potential.

We are confident you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Title: Management Trainee

Date of Join (On or Before): 08-03-2021/ Location : Mumbai, Mumbai, Maharashtra, India

Probation: Six Months from the Date of Joining

CTC Offered: Refer Annexure - A below

Following the initial probationary period, a progression and performance review will be conducted on to assess performance to-date, and to clarify or modify this arrangement, as the need may arise.

We look forward to the opportunity to work with you in an atmosphere that is successful and mutually challenging and rewarding.

Sincerely,

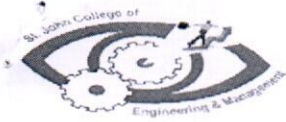

Authorized Signatory

Sandeep Murarka
CFO



Registered Office:
EFKON INDIA PVT. LTD.
1405 - 1408, 'SUPREMUS'
E - Wing, I Think Techno Campus,
Kanjurmarg (East), Mumbai. 400042,
CIN NO.: - U72900MH2001PTC132670

Tel. :+91 22 42949494
Fax .: +91 22 42949333
Web.: <http://www.efkonindia.com>



Namdev Patil <namdevp@sjcem.edu.in>

Offer Letter and Higher studies Proof

Ajay Sirsat <ajays@sjcem.edu.in>

24 March 2021 at 16:36

To: Aditi Raut <aditir@sjcem.edu.in>, Namdev Patil <namdevp@sjcem.edu.in>

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

From: **Yesha Desai** <desai.yesha07@gmail.com>

Date: Fri, 12 Mar, 2021, 6:37 PM

Subject: Re: Offer Letter and Higher studies Proof

To: Ajay Sirsat <ajays@sjcem.edu.in>

Hello Sir,

I have completed my masters in Canada and now working in a US company. Below is the offer letter which may help you for NBA.

Thanks and Regards

Yesha Desai

[Quoted text hidden]

 **offerletter.pdf**
33K

OFFER OF EMPLOYMENT

2/3/2021

Presented to:

Yesha Desai

Unit 310, 256 Lester street

Waterloo, ON Canada N2L0K3

AGDATA Ltd. is pleased to confirm our offer of employment to you for the full-time position of Customer Support Analyst, reporting to Kelly Steeves. This offer is conditional upon acceptance of the terms and conditions as outlined in this letter.

Start Date: Your start date with the AGDATA Ltd. will be 2/16/2021.

Work Location: AGDATA Ltd. at 278 Pinebush Road, Suite 201, Cambridge Ontario. The office hours are 8:00 am to 5:00 pm Monday to Friday.

Hours of Work: Your regular hours of work will be from Monday to Friday 8:00 a.m. to 4:30 p.m. with a half-hour unpaid lunch break. AGDATA reserves the right to modify these hours of work as may be necessary to meet the needs of the business. Overtime is not permitted unless authorized in advance. Overtime pay entitlement and calculation will be in accordance with the provisions of the Employment Standards Act, 2000 and AGDATA's overtime policy.

Salary: Your regular annual pay will be 38000.00 and you will be on a probation for the three month period ending [May 16th, 2021]. Our payroll is deposited on the 15th day and final day of each month with a direct deposit to your bank account. If the pay date falls on a holidays or weekend, payroll will be deposited on the previous business day.

Benefit plan: After the completion of successful probationary period, you will be part of the standard AGDATA benefit plan that includes life and disability insurance, medical, dental and vision coverage for you and your dependents. This benefit plan is on a cost shared basis between you and AGDATA Ltd. The benefit plan is subject to changes upon its renewal. You will also be eligible to join the group pension program which includes a group Registered Retired Savings Plan (employee contributions) and a group Deferred Profit Sharing Program (employee match).

Vacation: The first calendar year of your employment you will be entitled to 10 days, prorated from your start date. Starting next year, you will be eligible for your full vacation entitlement and will follow the vacation policy for AGDATA employees.

Vacation dates taken are at the discretion of your supervisor.

Probation: The first three (3) months of your employment will constitute a probationary period during which we can assess your suitability for the role. AGDATA may terminate your employment during the probationary period without notice or cause, except for any minimum requirements prescribed by the Employment Standards Act, 2000.

Termination: Your employment may be terminated as outlined below. Regardless of the reason for termination, you will be paid for all wages and unused vacation pay earned up to and including the date of termination.

Resignation – You may resign from your employment upon providing two weeks' written notice of resignation. AGDATA may waive some or all of this resignation notice at its discretion, in which case your only entitlement will be payment of salary and continuation of benefits for the duration of the two-week resignation notice period.

Termination for Cause: AGDATA may terminate your employment at any time without notice or compensation for willful misconduct, disobedience or neglect of duty as prescribed by the Employment Standards Act, 2000. In addition, AGDATA may terminate your employment without notice or compensation for any other reason that constitutes just cause, subject only to whatever minimum entitlements may be prescribed by the Employment Standards Act, 2000.

Termination without Cause: AGDATA may terminate your employment at any time without cause upon the provision of the greater of: (i) two weeks' notice or pay in lieu thereof or (ii) any minimum entitlements for notice of termination or pay in lieu thereof (including benefits continuation where applicable) or severance pay (if applicable) prescribed by the Employment Standards Act, 2000. For clarity sake, we confirm that this will be your only entitlement on termination without cause or in the event that your employment is found to have been terminated due to a constructive dismissal.

Lay-Offs/Suspensions: AGDATA reserves the right to impose a temporary lay-off at any time. Any lay-offs imposed will be carried out in the accordance with the provisions of the Employment Standards Act, 2000. AGDATA also reserves the right to impose suspensions for administrative or disciplinary purposes as and when necessary.

Governing Law: This employment will be governed by and construed in accordance with the laws of Ontario. In this regard, it is our intention to

comply at all times with the provisions of the Employment Standards Act, 2000. In the event that any of the above provisions do not meet or exceed the minimum statutory requirements, you will be provided with those minimum requirements.

Confidentiality: This offer of employment is based upon you reviewing and signing the Confidentiality Agreement-Ontario AGDATA.

Sincerely,

Noah Kaufman

Talent Acquisition

Click To Accept

Clicking this checkbox and the Accept Offer button at the top of this page will act as my handwritten signature
Accepted by Yesha Desai on 2/3/2021 2:38 PM

Candidate Tracking Information

Email Account: desai.yesha07@gmail.com

Date: 2/3/2021 2:38 PM (EST)

User Agent: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/88.0.4324.104 Safari/537.36

User IP Address: 99.251.127.55

User Host Name: cpe98524a599f4e-cm98524a599f4e.cpe.net.cable.rogers.com



CONESTOGA COLLEGE INTERNATIONAL EDUCATION OFFICE

Date: December 20, 2018

Yesha Kamlesh Desai
Shakuntal Apartment, Isanpur
I - 302
Ahmedabad , Gujarat
382443, India

Student Number: 8638328

Dear Yesha Kamlesh Desai

Congratulations on your full-time acceptance to Conestoga College. Your letter of acceptance can be used to apply for your study permit at the [Canadian Embassy](#) or Canadian High Commission in your country. As it can often take several weeks to process your study permit, please apply as soon as possible.

Please also be sure to visit our [International Scholarship website](#) for scholarship opportunities.

B.Y.O.D. – Bring Your Own Device

Some programs require you to bring your own device. It is your responsibility to ensure that you bring the appropriate device for your program. Please visit the [Conestoga College website](#) to verify if your intended program requires you to bring your own device.

Students accepted to a program that includes a practicum within the School of Health and Life Sciences

must complete mandatory health and safety requirements to be eligible for practicum placements. These prerequisites are required by legislation and placement agencies for all persons working in this sector. To locate information on your Practicum Health Requirements, please visit our myConestoga webpage at

www.myconestoga.ca

Login ID: Practicumforms **Password:** International2

Your practicum health and safety requirements must be completed prior to attending any practicum placement experience.

Please contact Practicum Services at practicumservices@conestogac.on.ca or 519-748-5220 ext. 3101 should you have any questions.

Information regarding **mandatory program and international students' orientations** will be sent to you approximately 8 weeks before your program start date. **These mandatory events will be held prior to the first day of classes.** Please plan your arrival date accordingly.

Note: International students who have been accepted to a program with a co-op placement, an internship or an unpaid field education component, even if the activity is paid or unpaid, on or off campus, or full-time or part-time are required to have a co-op work permit. This information is provided on your letter of acceptance. There is no cost to apply for this permit. The work permit required for co-op placements, internships or unpaid field education can only be used for activities assigned as part of your program of study. It is your responsibility to ensure you have the proper authorization.

For up-to-date information, and to apply on-line for a co-op work permit, please visit [Citizenship and Immigration Canada \(CIC\)](#). Should you have any questions regarding this process, please contact an International Student Advisor in the International Office at internationaloffice@conestogac.on.ca.

We look forward to welcoming you to Canada and Conestoga College.

Best wishes,

Anita Couto
Manager, International Education Office
Conestoga College

Conestoga College: Letter of Acceptance



CONESTOGA
Connect Life and Learning

INTERNATIONAL

Date of Issue: December 20, 2018

PERSONAL INFORMATION

Family Name: Desai	CAQ: No
Given Name: Yesha Kamlesh	Student's Full Mailing Address: Shakuntal Appartment, Isanpur I - 302 Ahmedabad , Gujarat 382443, India
Date of Birth: January 07, 1997	
Student ID #: 8638328	Referring Agent (if applicable): Harshnad International

INSTITUTIONAL INFORMATION

Full Name and Address of Institution: Conestoga College 299 Doon Valley Dr. Kitchener, Ontario N2G 4M4, Canada Phone: +1 519 748 5220 X3556	Type of School/Institution: Public Website and Email Address: http://www.conestogac.on.ca internationaladmissions@conestogac.on.ca
	Designated Learning Institution #: O19376158572

PROGRAM INFORMATION

Program Status: Full-Time Program of Study: Information Technology Business Analysis - Operations (1372) Credential: Ontario College Graduate Certificate (Post-Graduate) Campus: Doon Campus Program Length: 2 Year(s) (Periods Of 12 Months) Level of Study: Level 1 First Day of Classes: September 03, 2019 End Date: December 18, 2020	Hours of Instruction: 24 (estimated) Exchange Program: No Internship/Work practicum: Not Available Scholarship/Teaching Assistantship/Other Financial Aid: No
Estimated tuition fee for the first academic year (8 months) of the program: \$15,344.30, Cdn Estimated tuition fee for the first semester of the program: \$8,076.15, Cdn Tuition varies by program. Please check the Conestoga College website for exact fees. Please plan to attend your orientation and begin your studies on the first day of classes.	This letter of acceptance replaces all previous offers issued and will <u>expire</u> unless: <ul style="list-style-type: none"> • A \$1500.00 tuition deposit is received by the College on or before: January 19, 2019 • The balance of the first semester tuition fees are paid by: June 17, 2019 • Proof of study permit authorization/approval letter is uploaded to the Ontariocolleges.ca International Application. Note: If the deposit is not received by the college before the date listed above, you will not be eligible for the program.
Conditions of Acceptance: <ul style="list-style-type: none"> • N/A 	Expiry of Letter of Acceptance: January 19, 2019

Signature and name of institution representative:

Anita Couto, Manager, International Education Office

INFORMATION FOR STUDENTS

Payment of Tuition

A complete list of payment options can be found on the Conestoga International website at: <https://international.conestogac.on.ca/how-to-apply/international-fees.htm>.

A complete guide to the Refund and Withdrawal Policy can be found on the Conestoga International website at: <https://international.conestogac.on.ca/how-to-apply/international-fees.htm#refund>.

Advanced Standing/Credit Transfer

If you wish to have consideration for advanced standing/credit transfer based on your previous studies, you must begin the process after you receive your letter of acceptance and BEFORE you arrive in Canada. Review for Advanced Standing/Credit Transfer cannot be done during the start of a new semester. Individual credit transfers may be requested if you believe you have completed an equivalent course (or more) at another post-secondary institution.

To request a credit transfer, please submit the following three components:

1. **Completed Credit Transfer Request Form**
2. **An official transcript from your previous post-secondary institution(s)**
Note: Transcripts must be in an envelope sealed by the sending institution. Opened copies, as well as those that have been photocopied/printed/scanned, cannot be accepted. International transcripts must be formally assessed by an agency like ICAS or WES; we would require an official copy of the assessment.
3. **Course outline(s) for the course(s) you previously completed and are using as the basis for exemption.**
Note: Course outlines must include: course title, number/code, description, learning objectives, topics covered, textbook(s) used, assignments, evaluation scheme, etc. The outline should reflect the semester in which you successfully completed the course. (i.e. Same Academic year)

Requests are forwarded to the Academic Team for review and students are notified of the decision(s) through email.

The Credit Transfer Request Form and corresponding outlines may be submitted via email. If you do not have an official, sealed transcript (as described above), please request your previous institution(s) to mail one to: CreditTransfer@conestogac.on.ca

Please review the Advanced Standing and Credit Transfer Policy:
<http://www.conestogac.on.ca/credit-transfer/transfer.jsp>

Before you leave to come to Canada

<https://international.conestogac.on.ca/student-support/index.htm>

1. **Arrange for Housing** - various options available to you.
2. **Airport transfer** - you may make your airport pick-up reservation.
3. **Health insurance** - the College mandatory health insurance will cover you from the first day of class. Be sure you are adequately covered with alternate insurance until that date.

Remember: It is up to you to make your own housing and airport pick-up arrangements. If you need additional help, please contact the International Education Office at internationaloffice@conestogac.on.ca.

Arrival and Orientation

The International Student Services department can provide you with valuable information regarding arrival and orientation. Please email internationaloffice@conestogac.on.ca.

Other Relevant Information:

If you have been accepted to both English for Academic Studies and a diploma/degree program, your admission to the diploma program is based on successful completion of English for Academic Studies. Students entering degree/post graduate/Nursing programs must achieve an overall grade average of 80% with no grade less than 75% in Level 4 of EAS.



Namdev Patil <namdevp@sjcem.edu.in>

Offer Letter and Higher studies Proof

Ajay Sirsat <ajays@sjcem.edu.in>

24 March 2021 at 16:37

To: Aditi Raut <aditir@sjcem.edu.in>, Namdev Patil <namdevp@sjcem.edu.in>

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

From: **Himansha Shinde** <himansha27@gmail.com>

Date: Sat, 13 Mar, 2021, 7:25 AM

Subject: Re: Offer Letter and Higher studies Proof

To: Ajay Sirsat <ajays@sjcem.edu.in>

Hi Sir,


Hope you are doing well!!!

This is Himansha Shinde here.

As per your previous email, I am hereby attaching my admit letter for my masters study in Torrens university australia for the course of Masters of Business Information Systems.
PFA.

Thankyou

[Quoted text hidden]

 himansha signed (1).pdf
1000K



26 March 2020

Miss Himansha Arvind Shinde
1/23 Broughton Road, Kedron
Brisbane Qld 4031
AUS

Dear Himansha Arvind,

Thank you for your application to Torrens University Australia Ltd. We are pleased to issue you with a Letter of Unconditional Offer for your course at Torrens. There are a limited number of places available each study period so please complete the steps described overleaf to **accept your offer now**.

Torrens is different from all other universities in Australia. Not only is it Australia's newest university in 20 years, but it aims to make further education more than just the production of future academics; it aims to create global leaders. You have just begun your journey toward this goal.

Torrens offers an education that will provide students with both the skills and the experience to hit the ground running. Whether you are an undergraduate, postgraduate or in higher research, you will always explore your chosen discipline with a practical and global perspective. The wisdom of your lecturers and their firsthand experience will teach you not only about your field of study, they will teach you how to excel within the industry once you start work.

Torrens is a part of the Laureate International University network, the largest provider of education in the world. As a student in this network, you have access to an unprecedented family of ambitious students and trailblazing academics who are focused on creating the positive global community that the world needs and deserves.

We are very excited that you are joining Torrens University Australia and we look forward to the contribution you will make as a member of our community. Welcome. Your time with us will be a rewarding and exciting journey towards achieving your future goals.

Should you have any questions please feel free to contact Macushla Miller, Business Development Coordinator on null or by email at macushla.miller@laureate.edu.au.

Kind regards,

Greg Harper
Pro Vice Chancellor, Business & Hospitality

LETTER OF UNCONDITIONAL OFFER

The following is a written agreement between yourself and Torrens University Australia Ltd trading as Torrens University Australia, hereafter referred to as 'Torrens'.

Please keep a copy of this document for your records.

By signing this Letter of Unconditional Offer, I, Himansha Arvind Shinde (Student Number: 00318911T), hereby:

- Accept the offer of enrolment in Master of Business Information Systems **CRICOS Course Code:** 098257J as outlined below

Student Name:	Himansha Arvind Shinde
Student ID:	00318911T
Date of Birth:	27 April 1996



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

**TORRENS UNIVERSITY
campuses:**

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ



Course Name:	Master of Business Information Systems CRICOS Course Code: 098257J
Course Outline:	This course consist of 12 core subjects plus 4 elective subjects.
Course Prerequisite:	Prerequisite: NIL, English Reqs: IELTS 6.5 with no band less than 6.0
Provider:	Torrens University Australia Ltd
Campus:	Brisbane
Study Mode:	Full-time, On-Campus
Compulsory Online study:	0
Additional course requirements:	N/A
Start Date:	01 June 2020
Finish Date:	05 December 2021
Duration:¹	1.75 years
Disability:	No disability information provided

	Subject Code	Subject Name	Grade	Dollar Value	Credit Points
Course Credit:	GEC601	General Elective Credit PG601	(Exemption)	\$3,200.00	10.0
	GEC602	General Elective Credit PG602	(Exemption)	\$3,200.00	10.0
	Total:			\$6,400.00	20.0

Total No of Study Period(s):	5.0
Length of Each Study Period:	12 weeks
Indicative Tuition Fees per study period²:	Study Period 1: \$9600.00; Study Period 2: \$9600.00; Study Period 3: \$6400.00; Study Period 4: \$9600.00; Study Period 5: \$9600.00; The fees outlined are based on a recommended model of 3 units, 3 units and 2 units over each year of study
Indicative Tuition Fee³:	\$51,200.00
Scholarship Applied:⁴	15.00% (Expiry: 05 Dec 2021)
Indicative Tuition Fee (after Scholarship and Course Credit applied):	\$38,080.00 The tuition fees quoted on this letter of offer are current as at 2020
Commencement Fee	\$9,600.00
Course Deposit:⁵	\$9,600.00

Students may choose to pay more than 50 percent of their tuition fee before their course **Advanced payment opportunity:** commences.

Other Fees (Pre-paid Upfront): No additional equipment fees

Other Fees (Non-Tuition Fees): The following fees relate to non-tuition fees:

• Refer to Appendix A – Non-Tuition Fees in the Terms and Conditions of this Letter of Offer.

Enrolment Conditions:	None			
2020 Standard Overseas Health Cover rates (AHM):⁶	6 Months, Single Cover	\$239.00	Family Cover	\$2,493.00
	12 Months, Single Cover	\$478.00	Family Cover	\$4,986.00
	18 Months, Single Cover	\$725.95	Family Cover	\$8,514.00
	24 Months, Single Cover	\$974.00	Family Cover	\$12,042.00



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

**TORRENS UNIVERSITY
campuses:**

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
195 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ



Student signature:

Date: 31/03/2020



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

**TORRENS UNIVERSITY
campuses:**

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

STEP-BY-STEP GUIDE TO ACCEPTING YOUR OFFER

To confirm your place at Torrens University Australia Ltd follow the simple steps below:

Step 1: Check that the details in your offer are correct

It is important that you check and confirm that the personal and course details noted in your Offer are correct. If you find an error in this information, please contact your International Enrolment Support at intadmissions@laureate.net.au.

Step 2: Sign the Letter of Unconditional Offer

Please read this Letter of Unconditional Offer, including the Terms and Conditions, and return the signed Letter of Unconditional Offer.

Step 3: Sending in your completed documents

Please send your completed documents via post or email to:

International Enrolment Support Team
Torrens University Australia, GPO Box 2025,
ADELAIDE 5000, AUSTRALIA
Email: intadmissions@laureate.net.au

Please ensure you include your name and student number on all documents and payments.



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

TORRENS UNIVERSITY campuses

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

Step 4: Payment Options

Please read the student fees policy noted in the Terms and Conditions provided *before* paying your Deposit. To pay your tuition deposit, you can use one of the payment methods below, and quote your student number.



Biller Code: 757112
Ref: 0031891179

Telephone & Internet Banking – BPAY®
Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account. More info: www.bpay.com.au

BPAY:

Credit Card:

Payments by credit card can be made by calling the Student Finance on +61 8 8113 7821. Please note that we do not accept Amex or Diners.

Bank Account Transfer:



We have partnered with Flywire, to provide you with an easy and secure method of sending bank account transfers (EFT & international payments). Please click here for more information and to make your payment torrens.flywire.com. You will need your student ID to process your payment.

Once you have paid, please email a copy of your payment advice to student.finance@tua.edu.au and include your student number in the correspondence.

Step 5: Your student visa

Once you have completed the steps above, Torrens will secure your place in the course and issue an Electronic Confirmation of Enrolment (eCOE). This document is required in your student visa application. Please contact your nearest Australian Embassy, Mission or Consulate (see <http://www.dfat.gov.au/missions/>) regarding your Student Visa Application. The Department of Home Affairs provides more information regarding the student visa process (see <https://www.homeaffairs.gov.au/trav/visa-1/500/>).

Step 6: Preparing for arrival

Once you have received your student visa, you can prepare for your arrival in Australia. You will need to book your flights and accommodation and ensure that you arrive prior to your Orientation. The Student Services Team will provide you with more detailed information regarding Orientation, which occurs the week prior to the commencement of classes. It is important that you attend Orientation for important information regarding your studies and general life at the Torrens.

If you have any questions please feel free to contact your International Enrolment Support Team at intadmissions@laureate.net.au. Once again congratulations on your offer - we're excited that you're joining the Torrens University Australia Ltd community!

Note: If you wish to defer your start date to a later intake, please email the International Enrolment Support Team at intadmissions@laureate.net.au

TERMS & CONDITIONS

ENROLMENT REQUIREMENTS

Responsibilities

Torrens students are responsible for:



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

TORRENS UNIVERSITY
campuses.

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ



- Retaining a copy of the Written Agreement and receipts for any payments of tuition fees and non-tuition fees
- Ensuring that their personal and contact details, including residential address, mobile phone number, email address and emergency contact details are current. Student must notify of any changes within 7 days.
- Regularly checking their student email account (or nominated primary email address in the absence of a student email account)
- accessing course and enrolment information and course planning advice
- Being familiar with and abiding by Torrens policies as a condition of their enrolment
- Enrolling each study period by the required deadline
- Checking to ensure their enrolment is correct and meets course qualification requirements (including any pre-requisite or co-requisite requirements)
- Students must advise Torrens of any errors or omissions. Failure to advise Torrens about any incorrect enrolment details by the approved census or academic withdrawal dates may result in academic and financial penalties
- If necessary, amending their enrolment by the approved census or academic withdrawal dates for the study period
- Paying all fees incurred from enrolment by the due date
- Submitting the required forms when applying for deferral or withdrawal from a course or subject, and providing the required supporting documentation
- Ensuring they have an accurate understanding of what the deferral or withdrawal represents to their study options as well as its financial implications
- Attending / participating in learning activities and fulfilling the requirements of the assessments
- Displaying a student ID card on campus
- Completing the course qualification requirements within the maximum specified time allowed.

In addition, for international student visa holders you must:

- Enrol in no more than one third of their academic course online (does not apply to ELICOS courses)
- Ensure they complete their course within the duration stated in their Confirmation of Enrolment (CoE)
- Enrol in a full-time course load, unless otherwise specified by the Examination Committee recommendations or due to approval of compassionate or compelling circumstances, and Abide by the conditions of their student visa. Refer to: <https://www.homeaffairs.gov.au/trav/stud/more/visa-conditions/visa-conditions-students>

Torrens is responsible for:

- Providing students with accurate and timely course, subject and enrolment information providing written terms of agreement for enrolment in to a Torrens course
 - Providing online access to all student-related policies
 - Providing access to advice on subject selection, including electives and majors (where applicable), qualification requirements and the impact of deferring or withdrawing
 - Providing an enrolment process that allows students to select subjects, manage the updating of their personal information, see their tuition liability and view their results
 - Ensuring students are not enrolled and therefore incur a financial liability for a subject that they did not agree to
 - Correcting any enrolment errors found through quality assurance processes or as notified by a student or staff member
 - Intervening with appropriate support and actions if there are concerns with a student's attendance, progression, personal support and participation
 - Being available for personalised advice regarding enrolment, leave of absence, deferral and withdrawal.
- Refer to Torrens Enrolment and Attendance Policy and Standard 6 of the National Code of Practice 2018 under the ESOS Act 2000.

Deferral

Students may apply to take a leave of absence from a course (defer) for up to 12 months in duration. International students can only access a leave of absence during a course in certain limited circumstances including:

- Serious illness or injury, where a medical certificate states that the student was unable to attend classes
- Instances where Torrens is unable to offer a pre-requisite subject
- An intervention strategy for students at risk of not meeting satisfactory course progress
- Bereavement of close family members such as parents or grandparents
- Major political upheaval or natural disaster in the home country that require emergency travel and this has impacted on the student's studies
- A traumatic experience which could include:
 - Involvement in, or witnessing of a serious accident, or
 - Witnessing or being the victim of a serious crime, and this has impacted on the student (these cases should be supported by police or psychologists' reports)
- Inability to begin due to a delay in receiving a student visa

Note: Students are responsible for seeking advice from Immigration on the potential impact of the course deferral on their visa.

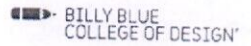
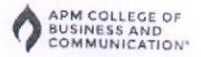
Recommencing studies after a period of absence or suspension:

Students must formally notify Torrens of their intention to return to recommence their studies after a period of absence or suspension. Students must be aware that depending on the length of absence or suspension, the courses they were originally enrolled in might no longer be available. In these instances, arrangements will be made in accordance with relevant Torrens policies, procedures and regulations.

Withdrawal

International students can withdraw 14 days prior to the course commencing for a refund and a "Withdrawn Deleted" notation on their student record. An international student who wishes to withdraw from their course and transfer to another education provider must complete at least six months of their principal course at Torrens.

International students wishing to withdraw before completing at least six months of their principal course in order to transfer to another institution may be granted a letter of release by the Head of Academic Studies (or delegated nominee) after consideration of special circumstances on a case-by-case basis to include factors related to academic progression, course suitability, student welfare, or future education/career opportunities.



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

TORRENS UNIVERSITY campuses

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

International students who are granted a release will have this information recorded in the Provider Registration and International Student Management System (PRISMS).

FEE INFORMATION

The Torrens Board is responsible for setting tuition fees for all Torrens students, on the recommendation of the Executive Committee. Initial course fees are determined and approved as part of a new course development business case and are applied to the first year of delivery of that course. Subsequent proposed increases are submitted for the approval of the CEO. It is expected that all course fees at Torrens will be subject to increases each calendar year by a maximum of 10%.

Responsibilities

Torrens is responsible for:

- Providing accurate and accessible information to applicants and students about all student fees, including tuition fees, other fees and charges and invoice due dates
- Providing accessible payment methods
- Ensuring non-tuition fees meet the legislative requirements regarding incidental fees and charges
- Ensuring there are fair and equitable processes for the issuing of tuition fee refunds to students in accordance with relevant legislation and policy
- Ensuring courses which have a combined study period longer than 24 weeks are set up with a minimum of three (3) fee periods, and that fees charged within that period are proportionate

Torrens students are responsible for:

- Ensuring all information provided for the purpose of enrolment and fee collection is accurate, including subject enrolment records and personal information
- Reading and acting on information about fees (including invoices) in a timely manner
- Paying all fees and charges by the specified due date.
- Complying with fee payment requirements outline by the student's visa, if applicable
- Paying fees for repeating subjects
- Paying fees owed regardless of approved withdrawal from a course or subject after the prescribed deadlines

Students must pay their fees by the specified due date. Torrens may cancel a student's enrolment for failure to pay outstanding fees.

STUDENT FEES POLICY INFORMATION

Scholarships

Full or partial tuition fee scholarships may apply if students are successful following an open application process against published criteria.

University Scholarships

- Are only applicable until the course end date as stated in the letter of offer. Extensions will only be granted in exceptional circumstances
- Are offered based on the criteria outlined at the time of application
- May be cancelled if students do not comply with the terms and conditions of enrolment

Scholarships are not applicable to repeat subjects, course transfer or course downgrades. It may also not apply to course transfers depending on the terms and conditions of the scholarship.

Late or non-payment of fees

Payment of tuition fees and other fees and charges by the due date is a condition of enrolment. Failure to pay by all fees owing by the deadline may result in the student being prevented from:

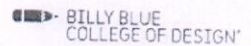
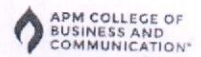
- Accessing subject results
- Accessing online resources, including library resources
- Enrolling in further subjects
- Accessing a Transcript of Results or Academic Transcript
- Graduating from Torrens

Torrens will notify a student who fails to pay their fees by the deadline of Torrens's intention to report (ITR) them to DHA and Department of Education and Training (DET) and list any other penalties that apply as per the list above. Depending on the outcome of any appeal against the ITR, the student's COE may be cancelled. In addition, Torrens may report students to debt collection for non-payment of fees.

Torrens University Australia Ltd will charge students who pay their fees after the due date a late fee. The late fee will be as indicated in Student Finance communications.

The deadline for paying tuition and non-tuition fees is as noted on the invoice. If not paid by then, the Student Finance team will send the student a warning letter.

Eligibility for Refund (For more information please refer to the Student Fees Policy and the Application for Refund form at <http://www.torrens.edu.au/policies-and-forms>)



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

TORRENS UNIVERSITY campuses:

ADELAIDE CAMPUS
82 98 Wakefield Street
Adelaide SA 5000

BIRKBECK CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

Process for Student Claiming a refund To request a refund, students must lodge an Application for Refund to Student Finance. This form is available online (see <http://www.torrens.edu.au/policies-and-forms>) and can be submitted at the campus or by email to: student.finance@tua.edu.au.

Should a refund request come from another party, other than the overseas student identified in this Letter of Unconditional Offer, written consent must be provided with signature authorisation.

Refunds of student fees: International Students Refunds of tuition fees will be granted after the submission of the Application Refund Form in following circumstances:

- Deferral of the offer of admission 14 calendar days prior to commencement of the course; or
- amendment to course enrolment (including leave of absence, withdrawal from the course or subject/s) 14 calendar days prior to commencement of the study period; or amendment to subject enrolment (withdrawing from a subject and enrolling in another) by the end of week two of a
- 12-week study period or the end of week one of a 6-week study period;
- Withdrawal due to failure to meet the conditions of an offer of admission; or
- Withdrawal due to failure to meet the required results to proceed on a packaged offer pathway, within 14 days of receiving notification of failing to meet the condition

In all other circumstances, students are liable for the full amount even if they subsequently withdraw before or during the study period. A student excluded or suspended for misconduct will also remain liable for their tuition fees for the enrolment period in question.

If a student has overpaid an invoice, the student will be able to elect to credit the overpayment towards the following study period, or receive a refund of the value of the overpayment.

Torrens will not approve a release request from their course if the student has outstanding fees for the current study period.

Refunds of fees: international students who obtain permanent residency

An international student who is subsequently granted permanent residency in Australia (other than a Permanent Humanitarian Visa) will be defined as a domestic student and therefore eligible to pay domestic tuition fees.

If the student is granted permanent residency and the student notifies Torrens on or before the study period's census date, it will take effect immediately, and the student will be entitled to a re-credit of any difference between the tuition fees applied to domestic students and international students.

If the student is granted permanent residency after the study period's census date or the student fails to notify Torrens until after the census date then the change to residency will take effect from the following study period. The student will be classified as an international student for the remainder of the study period and will continue to be liable for international tuition fees for the current period. From the subsequent study period, the student will then be categorised as a domestic student and will be invoiced for domestic tuition fees.

Torrens recognises permanent residency from the date of formal notification by a letter from the Department of Home Affairs (DHA).

Refunds of fees under exceptional circumstances

A full refund may be granted in circumstances beyond the student's control if these circumstances (exceptional circumstances):

- Occur 14 days or less prior to the commencement of the relevant study period, or
- Occur more than 14 days prior to the commencement of the relevant study period but worsen after that day, or
- Occur more than 14 days prior to the commencement of the relevant study period but the full effect or magnitude does not become apparent until on or after that day, and
- Make it impracticable for the student to complete the requirements of the subjects.

Exceptional circumstances include:

- Serious illness or injury; or
- death of the student or a close family member (parent, sibling, spouse or child) or; major political, civil or natural disaster in the home country requiring emergency travel which has impacted student's ability to complete requirements of the subjects.

The student has to supply independent supporting evidence with the application for a refund due to exceptional circumstances.

Deposits are non-refundable unless extenuating circumstances exist (supporting documents are required).

Calculating Refunds:

Refunds of tuition fees will be calculated under the relevant ESOS provision - Refer to the Education Services for Overseas Students (Calculation of Refund) Specification 2014: <https://www.legislation.gov.au/Details/F2014L00907/Download>

Students will be entitled to refund in the following circumstances:

- Provider default
- Compliant student default agreement is not entered into
- Student fails to start a course due to visa refusal
- Other student defaults



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Upgrade Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

**TORRENS UNIVERSITY
campuses:**

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
30 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

The amount of refund depending on the above circumstances will be calculated as follows:

>> Method for working out amount of refund of tuition fees in event of provider default

- Refer to section 46D(6) of the ESOS Act
Refund amount = weekly tuition fee × weeks in default period

$$\text{Weekly tuition fee} = \left(\frac{\text{Total tuition fees for the course}}{\text{Number of calendar days in the course}} \right) \times 7$$

$$\text{Weeks in default period} = \frac{\text{Number of calendar days from the default day to the end of the period to which the payment relates}}{7}$$

>> Method for working out amount of refund if provider does not enter into compliant student default agreement

- Refer to section 47E(2) of the ESOS Act
Refund amount = weekly tuition fee × weeks in default period

$$\text{Weekly tuition fee} = \left(\frac{\text{Total tuition fees for the course}}{\text{Number of calendar days in the course}} \right) \times 7$$

$$\text{Weeks in default period} = \frac{\text{Number of calendar days from the default day to the end of the period to which the payment relates}}{7}$$

>> Method for working out amount of refund in event student fails to start a course due to visa refusal

- Refer to section 47E(2) of the ESOS Act
- Student default in case of visa refusal (before student commences course)
- The amount of a refund is the amount of the course fees, minus the lesser of the following amounts:
 - 5% of the amount of course fees received by the provider in respect of the student before the default day;
 - \$500

>> Method for working out amount of refund in event of other student default

- Note: This section would apply where a student whose visa has been refused has withdrawn from the course after it commenced, or has failed to pay an amount he or she was liable to pay the provider in order to undertake the course.
- Refer to section 47E(2) of the ESOS Act

$$\text{Weekly tuition fee} = \left(\frac{\text{Total tuition fees for the course}}{\text{Number of calendar days in the course}} \right) \times 7$$

$$\text{Weeks in default period} = \frac{\text{Number of calendar days from the default day to the end of the period to which the payment relates}}{7}$$

Provider default

Torrens adopts the National Code definition of a provider default as "Where the registered provider fails to provide a course or ceases to provide a course to an overseas student within the meaning of section 46A of the ESOS Act"

In the event that Torrens cannot provide the student course due to provider default, students will be notified in writing and will be given the option to:

- Receive a refund of all unused portion of prepaid tuition fees within two weeks of the date of provider default. Torrens will
- also give the student a statement that explains how the refund amount has been calculated; or
- Enrol in an alternative course at Torrens or at another provider at no extra cost

If Torrens is unable to provide a refund or place the student in an alternative course, the Tuition Protection Services (TPS) administered by the Director of TPS will place the student in a suitable alternative course at no extra cost to the student. Finally, if TPS cannot place the student in a suitable alternative course, the student will be eligible for a refund as calculated by the Fund Manager.



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Graduate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

TORRENS UNIVERSITY
campuses:

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

Torrens University Australia Limited
ABN 99 154 937 005
CRICOS Provider Code 05389E

The student has the right to choose whether they prefer a refund of the unused portion of prepaid tuition fees, or to accept a place in another course. If the student chooses placement in an alternative course with Torrens, the student will be issued with a new Letter of Offer and Written Agreement. The student must accept the offer following the Admissions Policy.

Student default explanation: Torrens adopts the National Code definition of a student default as "Where an overseas student does not start a course or withdraws from a course as defined in Section 47A (1) of the ESOS Act"

Section 47A of the ESOS Act: When a student defaults

1. An overseas student or intending overseas student defaults, in relation to a course at a location, if:
 - a. The course starts at the location on the agreed starting day, but the student does not start the course on that day (and has not previously withdrawn); or
 - b. The student withdraws from the course at the location (either before or after the agreed starting day); or
 - c. The registered provider of the course refuses to provide, or continue providing, the course to the student at the location because of one or more of the following events:
 - i. The student failed to pay an amount he or she was liable to pay the provider, directly or indirectly, in order to undertake the course;
 - ii. The student breached a condition of his or her student visa; or
 - iii. Misbehaviour by the student.
2. An overseas student or intending overseas student does not default under paragraph (1)(a) in relation to a course at a location if the student does not start that course because the registered provider defaults in relation to the course at the location under subparagraph 46A(1)(a)(i).
3. An overseas student or intending overseas student does not default under subparagraph (1)(c)(iii) unless the registered provider accords the student natural justice before refusing to provide, or continue providing, the course to the student at the location.

Section 47D of the ESOS Act Refund under a written agreement about student default A

registered provider is not required to provide a refund under this section if:

- a. The student was refused a student visa; and
- b. The refusal was a reason for one or more of the following acts or omissions by the student that directly or indirectly caused the student to default in relation to the course at the location:
 - i. The student's failure to start the course at the location on the agreed starting day;
 - ii. The student's withdrawal from the course at that location;
 - iii. The student's failure to pay an amount he or she was liable to pay the provider, directly or indirectly, in order to undertake the course at that location.

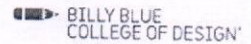
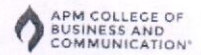
However, the students may still be entitled to a refund under section 47E of the ESOS Act. Please refer to "Method for working out amount of refund if provider does not enter into compliant student default agreement".

COMPLAINTS AND APPEALS

Torrens Student Complaint Policy recognises that effective complaint management and equitable and transparent review mechanisms contribute to a positive study environment. Students should feel confident in the knowledge that their complaints about academic and non-academic matters, or their concerns about the behaviour of others towards them, will be addressed appropriately, fairly and in a timely manner by Torrens. Students should also be confident that they will not be penalised or disadvantaged as a result of lodging a complaint. This policy is designed to ensure that student complaints are resolved promptly, with sensitivity to all parties, and in accordance with the principles of procedural fairness.

Torrens is guided by the following principles in resolving all student complaints:

- complaint and review procedures will be readily available to ensure that staff and students understand their rights and responsibilities, including their right to have a support person present at any interview or proceeding (the support person may be a legal representative or another person of the student's choosing) every opportunity will be provided to resolve complaints informally and quickly at the local level through mediation and negotiation parties to the complaint resolution process will not be disadvantaged as a result of lodging the complaint, investigating the complaint or responding to the complaint the principles of courtesy, mutual respect, confidentiality and procedural fairness will be observed by all parties to the complaint resolution process complaints and appeals will be resolved expeditiously and there will be no direct financial cost to the student relating to internal review processes complaint and review procedures will be applied consistently and transparently a student's enrolment will be maintained while the complaint process is ongoing the complaint and review process will be well documented, and the results will be communicated to relevant parties in a timely manner students will be provided with a written statement of the outcome of any formal complaints, including full details of the reasons for the outcome
- records of complaints and reviews will be kept for a minimum of five years the complaint resolution process will be used by Torrens to identify areas for improvement in the quality of services and support it provides to students
- the complaint resolution process does not circumscribe an individual's rights to pursue other legal remedies or to have their complaint reviewed externally



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

**TORRENS UNIVERSITY
campuses:**

ADELAIDE CAMPUS
82 98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

Types of Complaint

Torrens employs a four step approach (see 6 below) in dealing with all student complaints and reviews, though the procedures and timelines for dealing with specific types of complaints may be different.

• **Academic Complaints** - Academic complaints are complaints about the delivery of a student's enrolled subjects. Examples include, but are not limited to, dissatisfaction with:

- the content of a subject the design or delivery of a subject the clarity of an
- assessment item the equipment, resources or materials required or
- recommended for a subject feedback provided by a teaching staff member

• **Non-Academic Complaints** - Non-academic complaints are complaints about the services and facilities provided by Torrens University Australia Ltd, or about non-academic decisions made by Torrens, usually by professional staff.

- Examples of non-academic complaints include, but are not limited to, dissatisfaction with: a decision to deny a request for a refund under Torrens's Student Fees Policy a decision to impose penalties for the non-
- payment and late payment of fees the administration of admission, enrolment, examinations and
- graduation services or facilities, such as library borrowing, building access, and support services health and
- safety management management of student personal information

Non-academic complaints also include complaints about unfair treatment committed by another member of Torrens community which may include:

- discrimination
- harassment
- victimisation
- vilification
- bullying

Complaint Resolution

Consistent with the principles of this policy, and taking into account that some types of complaint are addressed according to specific policies and procedures, Torrens's approach to complaint resolution generally involves:

Informal Discussion

Complaints should be resolved informally within 10 working days whenever possible through discussion between the student and the person directly responsible for the decision or behavior that is the subject of the student's complaint. The complaints should be raised promptly via email, phone or direct conversation. It is the responsibility of both parties to explore options for resolving the issue as soon as possible after it has been raised and to do so in a courteous and respectful manner.

It is acknowledged that in some circumstances, students may not feel comfortable raising their complaint directly with the person who is the subject of the complaint. Advice on taking the first steps towards resolving a complaint informally is available from the Program Director (academic complaints) or Campus Director (non-academic complaints).

There is no compulsion to resolve complaints informally. Students have the option of requesting a formal review as the first step in the complaint resolution process.

Whenever possible, informal complaints will be resolved within 10 working days.

There are no fees for lodging informal complaints.

Formal Complaint

If the issue cannot be resolved informally, or if the student is dissatisfied with the initial decision regarding the matter, they may ask for formal review of their complaint by completing a Formal Complaint Form. The completed form must include a clear statement of the grievance, including all relevant facts, supporting documents and must specify the resolution the student is seeking. These will be reviewed and decided by:

- the Program Director (or delegate) for academic matters the Campus Director (or delegate) for non-academic matters and residential matters

The student will be notified in writing of the outcome, including full details of the reasons for the decision, within 10 working days of their formal complaint being lodged. Students will be notified of any delays which may occur during the process. There are no fees for lodging formal complaints.

Internal Review

A student may request a review of the outcome of their formal complaint within 20 working days of receiving the written response if they believe that the results are unfair or incorrect on one of the following two grounds:

- the process has been incorrectly followed and/or criteria incorrectly applied, or new evidence is available which was not available to the original decision maker.

Appeals on the grounds that the student disagrees with the outcome will not be heard. A student can request a review of a decision by forwarding a completed Review (Appeal) Form to the Student Complaints Officer (academic@laureate.net.au), including the following:

- the decision and circumstances the student is requesting be reviewed, and
- an outline of how the policies and procedures have not been followed,
- and/or additional, new, evidence to support the claim, and the student's desired outcome.



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

TORRENS UNIVERSITY
campuses:

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

The Student Complaints Officer will forward the request to the Chief Customer Officer who will assess the submission and take one of the following options:

- refer the Review back to a formal complaint (under 6.2) refer the Review to the appropriate senior staff member for a decision (e.g. the Pro Vice-Chancellor or delegate, or Program Director) independently investigate the request for a review, or refer the Review to the Student Appeals Panel.
- The student will be notified in writing of the outcome, including full details of the reasons of the decision, within 10 working days of their appeal request being lodged. The Student Complaints Officer will notify student of any delays, which may occur during the process. There are no fees for requesting internal reviews.

External Review

If a student's complaint against Torrens has been heard as a Review of a Formal Complaint, the only avenue for further review or appeal is external. No further internal review or appeal is available.

In following external avenues for complaint resolution, students may choose to lodge an external appeal or complaints to the Resolution Institute Student Mediation Scheme ('the External Grievance Mediator'). Refer to the External Review (Appeals) Procedure for the contact details.

Students can seek other external reviews or appeals by seeking assistance from agencies such as the Ombudsman, relevant Commission or the Office of Fair Trading. Refer to the External Review (Appeals) Procedure for the contact details. A student with a complaint against Torrens may seek external review at any stage of the complaint resolution process, although it is expected that a student will have accessed internal processes before commencing external proceedings. If Torrens receives notification that a complaint is the subject of formal external inquiry or legal action, the internal resolution process will be suspended until the external action is completed.

Additional information for students studying at an overseas (outside Australia) campus

A student undertaking studies at an overseas campus may request for their complaint to be dealt with through an external dispute resolution process via the relevant agency or organisation in the country where the campus is based.

Record Keeping

Appropriate records of all complaints, including documentation relating to formal complaint and reviews for at least five years, and allows parties to the complaint appropriate access to these records consistent with the provisions of the Privacy Policy.

This written agreement, and the right to make complaints and seek appeals of decisions and action under various process, does not affect the rights of the student to take action under the *Australian Consumer Law* if the *Australian Consumer Law* applies.

Students can seek other external reviews or appeals by seeking assistance from agencies such as the Ombudsman, relevant Commission or the Office of Fair Trading. More information is available at <http://www.torrens.edu.au/policies-and-forms> **Third Party Arrangements**

Where Torrens uses third parties for the recruitment of students, a written agreement is in place and is systematically monitored to ensure compliance.

Where Torrens uses a third party to deliver parts of your course (e.g. First Aid), you will be made aware, in the course specific information, of the nature of this delivery by the third party with reference to the time and place of delivery and any associated costs. You will also be made aware of whether the use of another provider will entitle you to apply for course credit.

FINANCIAL CAPACITY

Travel, Tuition and Living Expenses

You are required to have enough money to pay for travel, tuition and living expenses for yourself, your partner (if applicable) and your dependent children (if applicable) for the duration of your stay in Australia. You must have enough money to support your partner and dependent children (if applicable), even if they do not travel with you to Australia.

Refer to the genuine temporary entrant (GTE) requirement information <https://www.homeaffairs.gov.au/trav/stud/more/student-visa-living-costs-and-evidence-of-funds>

DISCLOSURE OF INFORMATION

The student understands and agrees that Torrens may collect personal information (including sensitive and additional information that may be collected during the course of their study and dealings with Torrens) about them for the purposes of enrolling them in their selected subject(s) and managing their participation in subject(s) and course(s). The student understands that Torrens may seek verification directly from the source of documentation they have provided to support their application. The student understands that Torrens collects this information for the purposes of processing their application, as well as lawfully providing student data and reports to a number of Commonwealth, State and Territory agencies and authorities, including Tuition Protection Scheme (TPS), when requested, and, with the student's prior written approval only, to the student's employer (where applicable). Torrens will not provide student details to any other parties without obtaining their prior written consent. The student has the right to access the personal information which Torrens holds in reference to them, subject to exceptions in relevant privacy legislations and the General Data Protection Regulation (EU) 2016/679.

Refer to Torrens University **Privacy Policy**: <http://www.torrens.edu.au/policies-and-forms>

Students who are currently on a visa, other than a Student Visa, give Torrens permission to check their current visa status and study entitlements through the Visa Entitlement Verification Online (VEVO) service.

Students who have appointed a third party representative (agent) authorise Torrens to release personal information and visa documentation relevant to their enrolment to that particular overseas representative.

Torrens is bound by the provisions of the ESOS Act 2000 and the National Code 2018 as follows: Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2018; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

TORRENS UNIVERSITY campuses

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ



**TORRENS
UNIVERSITY
AUSTRALIA**

for Overseas Students Regulations 2001 and the National Code of Practice 2018 and Providers of Education and Training to Overseas Students 2018. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme. For information regarding Tuition Protection Service refer to: <https://tps.gov.au>. In other instances, information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

**TORRENS UNIVERSITY
campuses:**

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
30 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

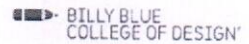
ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

Appendix A – Non-Tuition Fees

Note:

- Refer to the relevant department for the applicable payment methods and cost
- Non-Tuition fees are subject to change each calendar year
- The General Charge section is specific to the course
- No payment is required for the following:
 - Having their study outcomes re-assessed
 - Deferral of study
 - Fees for late payment of tuition fees



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

TORRENS UNIVERSITY
campuses:

ADELAIDE CAMPUS
82 98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
30 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

Torrens University Australia Limited
ABN 92 154 937 003
CRICOS Provider Code 03589E

What is the charge for?	How Much is the Charge?
Testamur Replacement Fee	\$55.00
Academic Transcript Replacement Fee	\$15.00
Student ID Card Replacement Fee	\$15.00 - \$20.00
Library overdue-fee applied per item (capped at \$60.00 total fees for all items)	50c per day per item
Graduation Ticket:	\$60.00
Enrolment Fee	\$200.00
Material Fee	\$10.00 per week capped at \$200.00
Late Payment Fees	\$100.00
General charges for all Colleges:	
Photocopying Fee	8 – 40 cents
Printing Fee	8 – 40 cents
Textbooks (On Campus Students Only – all Colleges)	Varies across each unit of study
Billy Blue College of Design:	
Art Kit	\$250.00 (approx.)
Adobe Creative Suite Software	\$360.00 (approx.)
William Blue College of Hospitality Management:	
Advanced Diploma of Business (Hospitality & Tourism Management) – Equipment Fee	\$220.00
Blue Mountains International Hotel Management School	
For full details of all cost items please see the Fee Schedule available on our website: http://www.bluemountains.edu.au/apply/international-applicants/fees/	
Residential Package Includes: on-campus accommodation at Leura campus (twin room with ensuite) all meals, all residential facilities, in-room telephone access, use of sporting and recreational facilities, guest lounge, multimedia and games room, student laundry facilities and 24 hour duty manager assistance. Note: Students studying at Sydney campus live off-campus.	\$4950.00 per study period
Uniform	\$995.00
Tools of trade	\$330.00
Homestay (ELICOS and Under 18 year olds)	\$2950 (per 10 weeks)

By signing this written agreement, I:

- Acknowledge the conditions outlined in this Letter of Offer
- Acknowledge that the details outlined in this Letter of Offer are correct.
- Acknowledge that I have read and understood the Terms and Conditions attached.
- Declare I am 18 years of age or older or my Parent / Guardian has signed this application.
- Acknowledge I must abide by visa conditions throughout my enrolment period in Australia including maintaining attendance and course progress.



Acknowledge that I must notify Torrens of my contact details including:
 Current residential address, mobile number (if any) and email (if any)
 Who to contact in emergency situations
 Any changes to my details, within 7 days of the change
 Advise below the specified person(s), other than the overseas student, who can receive a refund in respect of the overseas student identified in the written agreement, consistent with the ESOS Act

Not Applicable

- Tick here if you choose not to nominate a person to receive your refund.

Applicable - Complete the following

- Name: Himansha Arvind Shinde
- Address: __1/23 broughton road Kedron 4031, Brisbane QLD

- Phone Number: 0406940203
- Email Address: himansha27@gmail.com



**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 11, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

**TORRENS UNIVERSITY
campuses.**

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

I understand that if I am a full fee payment student and I have appointed a third-party representative (registered Torrens education agent), I have authorised Torrens to release personal information and visa documentation relevant to my enrolment to that registered education agent. I declare that the information I have provided to the best of my knowledge is true and correct.

Student signature:

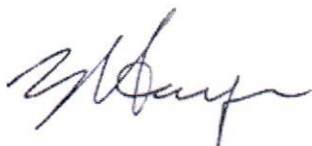
Date: 31/03/2020



Parent/guardian signature:

Date:

Only required for students under 18 years old



Greg Harper

Pro Vice Chancellor, Business & Hospitality

Date: 26 March 2020

**WE DELIVER
JOB READY
GRADUATES**

torrens.edu.au
1300 575 803

Torrens University
Australia Limited
Head Office
Level 1, 220 Victoria Square
Adelaide SA 5000

Laureate Education
Services Australia Pty Ltd
Head Office
Level 24, 680 George Street
Sydney NSW 2000

**TORRENS UNIVERSITY
campuses**

ADELAIDE CAMPUS
82-98 Wakefield Street
Adelaide SA 5000

BRISBANE CAMPUS
90 Bowen Terrace
Fortitude Valley QLD 4006

FITZROY CAMPUS
25 Victoria Street
Fitzroy VIC 3065

LEURA CAMPUS
1 Chambers Road
Leura NSW 2780

MELBOURNE CAMPUS
196 Flinders Street
Melbourne VIC 3000

PYRMONT CAMPUS
5/235 Pyrmont Street
Pyrmont NSW 2009

TOWN HALL CAMPUS
Level 4, 540 George Street
Sydney NSW 2000

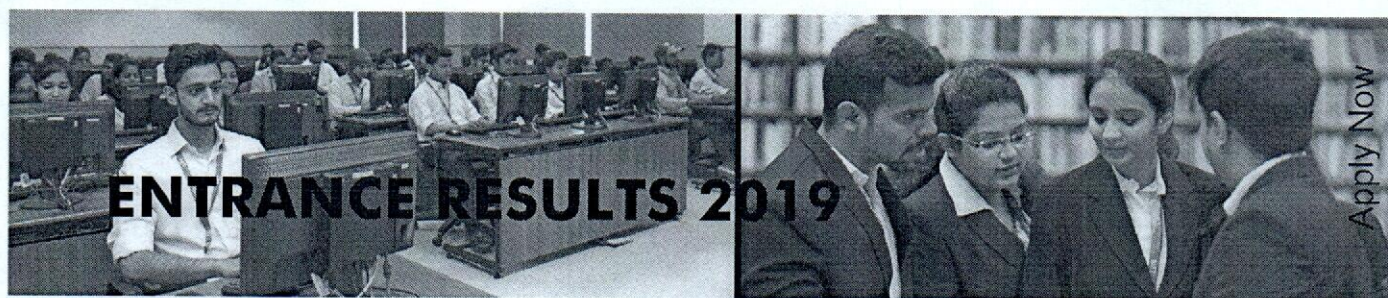
SYDNEY CAMPUS
Level 3, 333 Kent St
Sydney NSW 2000

THE ROCKS CAMPUS
1-5 Hickson Road
The Rocks NSW 2000

ULTIMO CAMPUS
46-52 Mountain Street
Ultimo NSW 2007

NEW ZEALAND CAMPUS
92 Albert Street
Auckland, NZ

Please note: (1) Course duration and Finish Date is an estimate only and will vary according to the study load in any given study period, the students ability to meet all course requirements and the availability of work integrated learning (where applicable). The Course duration is the CRICOS approval period. (2) Indicative Tuition fees are an estimate only and will vary according to the study load in any given study period. All fees are quoted in Australian Dollars and include Goods and Services Tax (where applicable). (3) Fees are subject to change and may increase each calendar year by no more than 10%. Please see the attached Terms and Conditions for more information regarding fees. (4) Scholarship applicable on tuition fees only and first attempt subjects only. Full price charged on retake subjects. Scholarship cannot be deferred to a future intakes. Please refer to the scholarship terms and conditions letter (if applicable). (5) Tuition fees are an estimate only and will vary according to the study load in any given study period. Prices are subject to change each calendar year by a maximum of 10%. Please see the attached Terms and Conditions for more information regarding fees. (6) Overseas students are also required to maintain Overseas Student Health Cover (OSHC) for the full length of their visa. For further information please refer to the *Terms and Conditions of Enrolment*. The aforementioned rates are for AHM. Torrens can facilitate OSHC cover for you through AHM or its other preferred OSHC providers.



Home (<https://www.met.edu/>) > Result > Entrance Results 2019

Entrance Results 2019

Post Graduate Diploma in Management - PGDM (e-Business)

Approved by All India Council for Technical Education (AICTE). Recognised by Govt. of Maharashtra

Congratulations! PADMAKSHI BHAT

[BACK \(HTTPS://WWW.MET.EDU/RESULT/PGDM_ENTRANCE_RESULT_2019\)](https://www.met.edu/result/pgdm_entrance_result_2019)

Registration No.	Candidate Name	Status
PGD1902761	PADMAKSHI BHAT	SELECTED

Hearty Congratulations!

You have been selected from many applicants who appeared for the selection procedure administered on 28th April 2019 and 05th May 2019 to the **MET's Institute of Computer Science** for **Post Graduate Diploma in Management PGDM (e-Business)** programme at the **Bandra, Mumbai campus** for the **2019-21 academic year**.

Admission is subject to full payment of fees and submission of all essential documents on or before **Saturday the 11th May, 2019 till 5 pm.**

You must submit following documents as listed below latest by **Saturday the 11th May, 2019 till 5 pm** at the admissions office at the **MET's Institute of Computer Science, Mumbai on 3rd Floor** or contact Prof. Vikas Naik / Ms. Smita / Ms. Rupali / Ms. Madhavi (022 39554361/391).

1. Documents to be submitted:

1. Copy/printout of this letter
2. Graduation Mark sheet issued by the university on Completion (Original)
3. Year-wise Graduation Mark Sheet along with last Semester Hall ticket if appeared (all semesters)

Send us a message

4. 10th / Equivalent Mark Sheet (Original)
5. 12th / Equivalent Mark Sheet (Original)
6. Score Card of Entrance Exam [MH-CET/ CMAT/ XAT/ CAT / ATMA / G-MAT / MAT] (Original) / Colour print if original not received.
7. Post-Graduation Final Marksheet (if applicable) (Original)
8. Sport certificate / Extra-curricular during graduation (if applicable) (Original)
9. Work Experience Letter 1 year + after graduation (if applicable) (Original)
10. Birth Certificate/ Leaving Certificate(Original)
11. Undertaking from Parents and Students respectively (**ANTI-RAGGING campaign** - Please See pt.3 of Undertakings for Annexure B (<https://www.met.edu/uploadfile/documents/ICS/AnnexureB.pdf>))
12. Affidavit of student on Rs. 100/- stamp paper as per Annexure A (<https://www.met.edu/uploadfile/documents/ICS/AnnexureA.pdf>)(Right click and save as to download) or Bank Franking.
13. Medical Fitness Form certified by an MBBS / Family Doctor along with signature of parent.
14. Local Guardian identity proof (for out of Mumbai students)

Apply Now

NOTE:

1. Original certificates for 10th, 12th, Graduation, Post-Graduation (if applicable) will be retained by Institute till graduation from MET.
2. Fees will not be accepted in absence of any document / certificate listed above.
3. Students awaiting their final results need to take provisional admission and submit copies of their Graduation marks sheet on declaration of their results or on date intimated by institute.

2. Payment of Fees:

1. The Annual Fees for the **PGDM (e-Business)** program is **Rs. 3,51,000/- (Rupees Three Lacs Fifty One Thousand only)**. At the time of admission you are requested to pay the full amount of fees. Those wishing to avail Bank Loan Facility should follow the procedure indicated in point 3 below. If such a letter is not submitted, your admission is liable to be cancelled.
2. You are required to make the payment by **Demand Draft (D.D.)** in favor of **"MET's Institute of Computer Science"** payable at **"Mumbai"** for **Rs. 3,51,000/- (Rupees Three Lacs Fifty One Thousand only)**. If the D.D. gets dishonored or returned unpaid your admission will automatically stand cancelled and the seat will be offered to the next candidate as per the merit list.
3. Students wanting to avail of **Bank Loan Facility** are advised to bring a **Demand Draft (D.D.)** in favor of **"MET's Institute of Computer Science"** payable at **"Mumbai for Rs. 2,00,000/- (Rupees Two Lacs only)** along with other required documents listed in point 1 (Documents) and secure the admission and apply to your Bank for Comfort Letter. **You must produce a Bank comfort letter within a week of the admission stating that your loan is in process as a surety.** The comfort letter must be from a nationalized / scheduled bank. If the comfort letter is not received in time, **your admission is liable to be cancelled.** Once the bank sanctions the loan, the fees already paid by the student will be reimbursed back to the student without any deductions.

Send us a message

3. Undertakings:

AICTE – (New Delhi) requires that affidavits regarding Anti Ragging provision must be made by all students and parents, separately at the time of admission, (Refer to AICTE website www.amanmovement.org (<http://www.amanmovement.org>)) and Annexure B (<https://www.met.edu/uploadfile/documents/ICS/AnnexureB.pdf>) (Right click and save to download)

Apply Now

1. Admission will be granted only to those candidates who submit original certificates, submit one set of certified true photocopies, pay the fees as mentioned in point "2" (Payment of fees) above before the deadline. Kindly refer below for details on the Refund Policy mentioned below as per AICTE.
2. If all the admission formalities are not completed and the fees are not paid by 5:00pm on or before the deadline the offer of admission will automatically stand cancelled and the seat will be offered to the next candidate.
3. The fees will be accepted from 10:00 A.M to 5:00 PM, at the Accounts Office, 3rd/8th Floor on all working days.
4. The Semester would begin on the 27th May, 2019 with Launchpad / Foundation course which will be deemed to the beginning of semester. It is mandatory to report to campus after securing the admission. All the students must be in formals (Men: Formal Shirt and Trousers and Ladies: Decent Western formals or Indian Formals).

All the best

Authorised Signatory
 MET Institute of Computer Science
 Bhujbal Knowledge City
 Bandra Reclamation, Bandra (W), Mumbai – 400 050

This is an electronically generated letter and will therefore not have any signature. Students are requested to carry a copy of this letter along with identity proof / authority letter and identity proof in absence of student when they come to pay the fees.

Refund Policy – Reference AICTE - Approval process handbook 2019 - 20

The candidates cancelling their confirmed admissions will be entitled to receive the refund of fees according to following policy, laid down by AICTE, New Delhi.

No security deposit is charged in our fee structure.

7.13.1 In the event of a student withdrawing before the start of the Course, the entire fee collected from the student, after a deduction of the processing fee of not more than Rs. 1000/- (Rupees One Thousand only) shall be refunded by the Institution. It would not be permissible for Institutions to retain the School/ Institution Leaving Certificates in original.

7.13.2 In case, if a student leaves after joining the Course and if the vacated seat is consequently filled by another student by the last date of admission, the Institution must refund the fee collected after a deduction of the processing fee of not more than Rs. 1000/- (Rupees One Thousand only) and proportionate deductions of monthly fees and hostel rent,
 Send us a message

where applicable.

7.13.3 The last date for withdrawal of PGDM admission for the purpose of refund of fees shall be 30th June of every year.

7.13.4 In case the vacated seat is not filled, the Institution should refund the Security Deposit and return the original documents.

7.13.5 The Institution should not demand fee for the subsequent years from the students cancelling.

Apply Now

ABOVE IS SUBJECT TO DIRECTIONS OF HON. COURTS / AICTE / DTE FROM TIME TO TIME.





Office Address:

MET Institute of Computer Science

Bhujbal Knowledge City

Bandra Reclamation, Bandra (W), Mumbai – 400 050

Tel: (+91 22) 3955 4361 / 241/242 | Telefax: 2644 0082

Home (<https://www.met.edu/>) | Jobs@MET (<https://www.met.edu/jobs>) |
 Contact Us (https://www.met.edu/contact_us) | Sitemap (<https://www.met.edu/sitemap>) |
 Privacy Policy (https://www.met.edu/privacy_policy) |
 (<https://www.facebook.com/met.edu>)  (<https://twitter.com/metedu>) 
 (<https://www.youtube.com/channel/UCu9lIOjeIFCV9lTalgGoaw>) 
 (<https://www.instagram.com/met.mumbai/>)

ABOUT US

About MET (https://www.met.edu/about_us/about_met_mumbai)

From the Chairman's Desk (https://www.met.edu/about_us/from_the_chairmans_desk)

Board of Trustees (https://www.met.edu/about_us/board_of_trustees)

Our Faith, Vision & Mission (https://www.met.edu/about_us/our_faith_vision_mission)

Advantage MET (https://www.met.edu/about_us/advantage_met)

Affiliations and Accreditations (https://www.met.edu/about_us/Affiliations_and_Accreditations)

PROGRAMMES

Management (<https://www.met.edu/programmes/management>)

Mass Media (https://www.met.edu/programmes/mass_media)

Pharmacy (<https://www.met.edu/programmes/pharmacy>)

Information Technology (https://www.met.edu/programmes/information_technology)

Global (<https://www.met.edu/programmes/global>)

International School (https://www.met.edu/programmes/international_school)

PUBLICATIONS

Send us a message

- Books Published** (https://www.met.edu/publications/books_published)
- Research Journals** (https://www.met.edu/publications/research_journals)
- Faculty Articles** (https://www.met.edu/publications/faculty_articles)
- Student Articles** (https://www.met.edu/publications/student_articles)
- E Papers** (<https://www.met.edu/publications/epapers>)
- MET Vault** (https://www.met.edu/publications/met_vault)
- Research @ MET** (https://www.met.edu/publications/research_met)

Apply Now

INTERNATIONAL LINKAGES

- UN-ECOSOC** (https://www.met.edu/international_linkages/un-ecosoc)
- China Study Mission** (https://www.met.edu/international_linkages/china_study_mission)
- Mumbai Karachi Educational Forum**
(https://www.met.edu/international_linkages/mumbai_karachi_educational_forum)
- International Visitors** (https://www.met.edu/international_linkages/international_visitors)

©Mumbai Educational Trust, All rights reserved | Last Modified Date: Friday, May 10th, 2019

Send us a message

Date: 17/08/2020

TO WHOMSOEVER IT MAY CONCERN

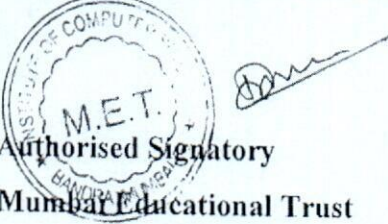
This is to certify that ~~Mr.~~ / Ms. Parthvi Anjanikumar Pandey
(Registration No. PGD2001434) has been selected for two years full-time
Post Graduate Diploma program in Management (PGDM e-Business) of MET's
Institute of Computer Science approved by AICTE (New Delhi) for the batch 2020 –
2022. The selection process is strictly through merit basis.

The Total fees for the first year of the **PGDM program** for the period May 2020 to April
2021 is Rs.4,05,000/- (Rupees Four Lakhs Five Thousand Only). The Total fees for the
second year of **PGDM program** for the period June 2021 to May 2022 is Rs. 4,05,000/-
(Rupees Four Lakhs Five Thousand Only).

This letter is being issued in his/her favour for payment of fees. The payment of fees can be
done Online by Credit/Debit Card, Net banking and NEFT or by demand draft / Pay Order.
The demand draft / Pay Order should be in favour of "MUMBAI EDUCATIONAL
TRUST'S ~ INSTITUTE OF COMPUTER SCIENCE" payable at Mumbai. Th
candidate's admission is confirmed.

Candidate's original mark sheets are retained with the institute for admission purpose.

The fee is inclusive of Tuition fee. Laptop will be given free. No other fee is chargeable.


Authorized Signatory
Mumbai Educational Trust
Institute of Computer Science



Search Images Maps Play YouTube News Gmail Drive More »

tpo.aldel@gmail.com | Google Account | Settings | Help | Sign out

You have been redirected to the basic HTML version because this browser is not supported. To use standard view, please upgrade to a [supported browser](#).



Akash Panda

Search Mail

Search the Web

Show search options
Create a filter

Compose Mail

« Back to Search results

More Actions...

Go

« Newer 2 of 30 Older »

Print New window

Inbox (6018)

Starred ☆

Sent Mail

Drafts (14)

All Mail

Spam (14)

Bin

Contacts

Labels

2015 offer 1

2015 offer 1

2017 offer 1

2018 Offer 1... (1)

2019 Batch Q... (2)

2020 Batch

TPO mail

TPO mail/201...

TPO mail/202...

Edit labels

Akash Panda 2018 COMPS C-DAC Hyderabad for DSSD August 2018 batch.

Namdev Patil <namdevp@sjcet.co.in>

To: tpo.aldel <tpo.aldel@gmail.com>

Reply | Reply to all | Forward | Print | Delete | Show original

Inbox

7 August 2018 at 09:34

Thanks & Regards,

Namdev S. Patil

Corporate Relations, Training & Placement Officer

St. John College of Engineering & Management

Vill-Veevor, Manor Road,

Palghar (E), Dist- Palghar - 401 404.

Contact:- 9769 401 269

e-mail:- namdevp@sjcet.co.in

web:- www.sjcet.co.in



From: "akashpanda2303" <akashpanda2303@gmail.com>

To: "Namdev Patil" <namdevp@sjcet.co.in>

Sent: Tuesday, August 7, 2018 9:30:35 AM

Subject: Fwd: Congratulations for getting the Hyderabad centre allotted to you and welcome to C-DAC Hyderabad for DSSD August 2018 batch.

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

From: "C-DAC" <future@cdac.in>

Date: Aug 3, 2018 4:14 PM

Subject: Congratulations for getting the Hyderabad centre allotted to you and welcome to C-DAC Hyderabad for DSSD August 2018 batch.

To:

Cc:

Dear Student

Congratulations to you, for making it to C-DAC, Hyderabad for the DSSD course for August 2018 Batch.

We would like to take this opportunity to welcome you to the Hyderabad centre, and assure you the best of the teaching resources, available with us. We hope that you would utilize this opportunity to get aboard, to get the practical exposure in the technical area chosen by you, and make it a launching pad to take off on your career path successfully. Enclosed pl. Find the Powerpoint Presentation and article regarding the relevant information related to the course for your reference.

We would like to remind you that, to pursue the course with us, you have to **ensure that you pay the first instalment course fee of Rs 10,000/- + GST 18%, online latest by 06th August 2018 by 5:00pm to confirm your seat at C-DAC, Hyderabad.** (you may like to visit the site www.acis.cdac.in and check the admission booklet link provided for further details regarding payment of the fees.)

We wish you all the very best for all your future endeavors.

Simi

Training Department

C-DAC, Hyderabad

Contact details:


No.1, Shivbagh, Ameerpet, Hyderabad-500016

Tel.: 040-23737127; 23737124

[C-DAC is on Social-Media too. Kindly follow us at:
Facebook: <https://www.facebook.com/CDACINDIA> & Twitter: @cdacindia]

This e-mail is for the sole use of the intended recipient(s) and may contain confidential and privileged information. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies and the original message. Any unauthorized review, use, disclosure, dissemination, forwarding, printing or copying of this email is strictly prohibited and appropriate legal action will be taken.

2 attachments — [Scan and download all attachments](#)

 **PG-DSSD article.pdf**
230K [View as HTML](#) [Scan and download](#)

 **PG-DSSD_slides.pdf**
1740K [View as HTML](#) [Scan and download](#)

Quick Reply

To: Namdev Patil <namdevp@sjcet.co.in>

[More Reply Options](#)

Empty text box for replying to the email.

Include quoted text with reply

[« Back to Search results](#)

[More Actions...](#)

[« Newer 2 of 30 Older »](#)

Get **Gmail on your mobile phone** at <http://mail.google.com> using your phone's web browser. [Learn more](#)

You're currently using 1767 MB (11%) of your 15360 MB

Last account activity: 4 minutes ago on this computer. [Details](#)

[Terms](#) - [Privacy](#) - [Google Home](#)