5.2.1. Percentage of placement of outgoing students and students progressing to higher education during the last five years

Academic Year	No of Students placed	No of students Progressing Higher Education	Total students placed and Progressing higher education
2022-2023	213	9	222
2021-2022	213	5	218
2020-2021	211	14	225
2019-2020	200	13	213
2018-2019	173	44	217

Principal

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ASSIGNMENT LETTER

October 18, 2022

Mr. G Rajasekhar
SAP Code: 52140278
Mail ID: G.RAJASEKHAR@HCL.COM

SUB: Organizational Assignment

Dear G,

With reference to your appointment with **HCL TECH Ltd. - IOMC** vide appointment letter dated **October 18, 2022,** you are being initially posted at **Noida-Sec-60, A8-9 - Ex 01 (ODC 12, 13)**

In your current assignment, you shall report to **- Ms. Mamta Deswal, ASSISTANT MANAGER (9891855208)** and your **HR Partner** would be **Mrs. Mandavi Sharma (+918376903754).**

We welcome you as a **Graduate Engineer Trainee**, with a Band **E1** and will be a part of the **DFS BIZ SUPP-WPC-FRESHER-TSS** in the **BENCH**

Your assignment and reporting relationship is subject to change at the sole discretion of the management.

Wishing you the very best in your new assignment.

For HCL TECH Ltd. - IOMC

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

Discover HCL Ambassadors
HR Services
October 18, 2022
Ps – For any assistance you may write to Induction.Enquiries@hcl.com

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Offer Release Date: October 15, 2022

Dear G Rajasekhar,
5-69/29,sree krishna nagar,mr palli,tirupati
chittor,andhra pradesh-517502, Tirupati,
Andhra Pradesh, India, 517502

Sub: Offer and Appointment letter –Graduate Engineer Trainee

Dear **G Rajasekhar,**

Congratulations! With reference to the interviews conducted by **HCL Technologies Ltd.-IOMC** ("HCL" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as [**Graduate Engineer Trainee** in band **E1.1**

This position is a great match for your talent and skills, and that you will enjoy the professional challenges and growth opportunities associated with this role.

You are requested to join us on **October 18, 2022** . Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries. In line with the same approach, we look forward to your being flexible towards your placement in **HCL Technologies Ltd.-IOMC**. Your growth in this organization will be in line with your capabilities.

Your terms and conditions of employment are detailed in this offer and appointment letter and appended annexure(s).

Your Total Compensation will be INR 425000 per annum outlined in Annexure I.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in **Annexure II.**

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000.** This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of Joining.

On the date of joining, you would be required to submit the documents listed in **Annexure III.** Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

HCL Confidential

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 8125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

As confirmation of your acceptance, please send an email at HCLB-SchoolRelations@hcl.com within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by **HCL Technologies Ltd.-IOMC** will stand withdrawn without any liability.

As confirmation of your acceptance, please send an email at eschoolinfra@hcl.com within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter noted to you by HCL shall stand withdrawn without any liability.

Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL Technologies Ltd.-IOMC

Amrita Das
Senior Vice President
Head-Global Rewards

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HCL Confidential

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Annexure II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At HCL, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you for the position of **Graduate Engineer Trainee .** This is to be read in conjunction with the offer & appointment letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

This Annexure lays down the general terms and conditions of employment to **HCL Technologies Ltd.-IOMC (herein referred as "HCL" or "Company")** and is a legally binding document.

1. **Location:**

   Your place of work will be located at **Noida .**

2. **Commencement of Employment:**

   Your period of continuous employment with the Company will commence from the date of your joining the Company subject to fulfillment of the other conditions as mentioned on this employment contract.

3. **Medical Checkup:**

   Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement. The fitness testing (and accompanying results) will not lead to any subjective, discriminatory or unethical actions.

4. **Probation**

a) You shall be on probation for a period of **12 months** from the date of your appointment and unless notified in writing, you will be deemed as "confirmed" on completion of your probation period.
b) Your case for permanent absorption in the employment of the Company shall be considered on your satisfactorily completing the probationary period.
c) If during, or on the expiry of, the probation period (initial or extended) the Management finds your performance to be unsatisfactory or that you lack the aptitude for the job or that you are not suitable for the job, or the like, your probationary employment would be liable to be terminated, at any time, without assigning any reason.

5. **HCL Training Program:**

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Training (classroom/on the job) sessions will be conducted after your joining. The training period may be either extended or may be deemed completed earlier, at the discretion of the Management.

6. Notice Period/ Separation:

Your employment with the Company can also be terminated either by the Company or by you by giving the other party 60 days' advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the 'Basic' component of the salary for the balance notice period would be paid to you by adjusting the amounts payable by you to the Company. For the avoidance of doubt, all amounts payable by you to the company would need to be cleared forthwith in the event of such termination. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the 'Basic' component of the salary for the balance notice period along with other amount payable by you to the company, if any. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

7. Increments and Promotions

Your growth in terms of role, compensation etc., in the Company will be based on your performance. Your salary will be subject to annual salary review. Salary adjustments effected at the salary review takes into consideration your job performance, movement of remuneration levels, benefits and conditions. Your anniversary performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter of your anniversary, post which you will be aligned to July/October Cycle, or any other Cycle as per discretion of the Company, depending on your current DOJ/Band/Employee Group.

8. Agreements:

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company and also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

9. Employment of Relatives

At the time of joining, you must declare your family members / relatives working in a direct or indirect supervisory / subordinate relationship or as third party resources in the same work unit (Respective L3 Organization Unit Level). This is required to avoid any conflict of interest. During your employment with the Company, if any of your direct relatives are offered by HCL or any of its subsidiary, group, affiliate companies, you would be required to voluntarily declare the same as and when an offer of employment is made to them. Direct relatives herein include parents, spouse, brother/s, sister/s and children of the employee.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Tirupati-517 505

HCL Confidential

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

10. Background and Reference Check:

This offer of employment is subject to your clearing our BGV process. As a precondition to accept this Offer Letter, you hereby give your express authorization to the Company (or the appointed third party) to conduct a background investigation on your credentials, as may be necessary and further agree that any misrepresentation in this regard or your failure to clear the BGV process shall give rise to the withdrawal of this offer of employment, and any employment contract which may have been subsequently executed shall be deemed void and ineffectual.

During the terms of employment, the Company may undertake the process of checking credentials of the Employee in terms of education, previous employment(s), and other information provided in the resumes/CVs as submitted by the said Employees, either on its own or with the help of a third party as and when required. For the avoidance of doubt, the Employee's signature in this Agreement constitutes the Employee's express authorization for the Company (or the appointed third party) to conduct a background investigation on his/her credentials, as may be necessary. Furthermore, the Employee agrees to submit himself /herself to random drug /medical testing at any time during the course of employment as permitted by law.

You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process. The company may also undertake reference check through at least two professional references submitted during the process of selection.

11. Working Hours:

This division works 24x7 Shifts and you will be required to do so as per the need of the organization. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

12. Mobility:

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises and Country

13. Deputation/ Transfer:

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

14. Retirement:

You will retire from service on attaining superannuation at the age of 58 years.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

15. Other benefits:

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

16. Transport Facility

You shall be provided the shift cabs for pick and drop from home to office and vice versa within the limit of defined KMs as per applicable transport policy

17. Data Protection:

a) The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
b) The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
c) The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
d) During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.
e) The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

18. Exclusivity of service

You agree 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 the consent of HCL Technologies Ltd.-IOMC The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

19. Rules, Policies, Procedures:

The Employee must comply at all times with the Company's rules, policies and procedures relating to equal opportunities, harassment, health and safety, e-mail and internet use, and all other rules, policies and procedures introduced by the Company from time to time. For the avoidance of doubt such rules, policies and procedures are not incorporated by reference into this contract and they may be changed, replaced or withdrawn at any time at the discretion of the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of **HCL Technologies Ltd.-IOMC** as applicable to you and the changes therein from time to time.

20. Correctness of the Details Furnished:

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

21. Warranty and Undertaking:

You represent and warrant that you are not subject to any agreement, arrangement, contract, understanding, court order or otherwise, which in any way directly or indirectly restricts or prohibits you from fully performing the duties of your employment or any of them, in accordance with the terms and conditions of this Agreement.

You warrant and agree that you are not entering into this Agreement in reliance on any representation not expressly set out in this Agreement.

22. Changes to the terms & conditions:

The Company reserves the right to make reasonable changes to any of your terms and conditions of employment. If the Company changes any of the terms and conditions of your employment, it will notify you in writing of the changes taking effect.

In case of any dispute as to the interpretation of the terms and conditions of your service, the decision of the Company shall be final and binding on you.

Authorized Signatory
For HCL Technologies Ltd.-IOMC

Amrita Das
Senior Vice President
Head-Global Rewards

I confirm receipt of and accept the above Terms & Conditions of Employment.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	**Particulars (To be submitted to the Recruiter/Online of the BGV link)**
1	**Highest Qualification -** Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	**Permanent/Current Address Proof** – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	**Previous Employer** – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	**Identity Verification -** Copy of valid passport and PAN card required

Additional documents (To be submitted on request – Only if required)

1. Highest Qualification- Admit card, college and university official's (Registrar and Director) detail
2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer's active address.

Things to Remember

1. The information provided in Resume and background verification form must be same.
2. Information provided in background verification form must be accurate.
3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).
4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

List of Documents required for joining (Must be mandatorily uploaded on Discover HCL Portal)	
S. No	**Document Name**
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)
2	Extension Letter (if the Date of Joining in the offer letter is past dated)
3	Passport –Name & DOB page as proof
4	10th Mark sheet, only if passport is not available.
5	PAN Card as ID Proof (Only if passport is not available)
6	Passport Size Photographs (Only with white background)

Signature of Employee:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near [illegible] Tirupati-517 505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

- Please ensure that the copies uploaded are clearly visible as dark and hazy copies are not accepted.
- Please avoid clicking pictures of documents and uploading.
- Please do not send soft copies through Emails.
- Employee must enter/submit correct/accurate Aadhar number on joining portal so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required at the time of filling details on the portal.
- Induction Timings will be circulated to you separately.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- **All storage Media Devices e.g. personal laptop, Pen Drives etc. are not allowed inside the campus**

If requested by the recruiter, you may be required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 10:00 a.m. at your respective location of joining.
If your joining is completed remotely, please submit the requested documents to the HCL Onboarding team within 7 days of your date of joining, either in person or through courier.

Location of HCL Onboarding Team for joining formalities:

S. No	Location	Address
1	NOIDA	HCL Technologies Ltd, Gate No. -1 , Akashi Induction Room, Ground Floor, Tower – 1, Hub SEZ,, Plot No 3A, Sector 126, Noida - 201303. UP (India)
2	CHENNAI	HCL Technologies Ltd, Sez Unit-2 (Sdb2 Buid), Elcot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd, Himalaya Induction Room, Level-2, H-01B, Special Economic Zone, Phoenix Infocity Pvt Ltd, -Survey No. 30,34,35 & 38, Hitech city 2, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd, Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd, Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd, IT City, Near Chack Gajaria Farms, Sultanpur Road, Gate No. 1, Tower SDC-02, First Floor – Induction Room-1, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Elcot, IT SEZ , , , Plot No. 5 & 7, Ilanthaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur -441108
11	Coimbatore	State Street HCL Services | Human Resources | Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526|
12	Vijayawada	State Street HCL Services Private Limited, Medha IT Towers, Third Floor, Kesarapalli, Gannavaram, Krishna

HCL Confidential

Signature of Employee:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
HCLTech
i-517 505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

		District 521102

HCL Confidential

Signature of Employee:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Kothapalli, Tirupati-517 505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

ANNEXURE IV

EXPLANATION OF COMPENSATION STRUCTURE AND SOME BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

- Basic Salary
- Monthly Allowances
- Retirals & Insurances Benefit

The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.

- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non- alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.

- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR. 50,000/- spread over 12 months.

- **Bright Hour Allowance (BHA):** BHA is a non-recoverable monthly earning opportunity payable against a declaration by the employee for his/her availability in the Bright Hours and consent to move to any other OMC at any given time working during Bright Hours.

- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR. 21,000/- (excluding variable component) as per the Payment of Bonus Act.

- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

Signature of Employee:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 8125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

VARIABLE PAY

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

Advance Monthly Performance Bonus (AMPB): A part of variable pay is paid monthly as Advance Monthly Performance Bonus (AMPB) along with other monthly emoluments.The payout against this amount, will be governed by the Global Bonus policy, as amended from time to time.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. Pay-out against this component will be governed by the EPB policy (as amended from time to time) that is applicable to your employee group.

RETIRALS & INSURANCES BENEFIT

You and your dependants will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
- By default, the employees (who are not covered under the ESI Act, 1948) will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
- The premium payable depends on the dependants declared.
- The hospitalization coverage limit will be same as defined in compensation structure.
- Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
- You may refer 'Medical Insurance policy' for further details.

- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948**.

  Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost

Signature of Employee

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com

of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

  *The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days' Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.

- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.

- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Annexure V

This Annexure contains the Employee Undertakings which sets forth certain employee obligations with respect to the protection of the confidential information and legitimate business interests of the Company.

As a condition of my employment and/or continued employment with the Company and my receipt of the compensation now and hereafter paid to me by the Company, I agree to the following:

1. **Confidential Information**:

Company Information: I shall not use, communicate, or disclose, except for the benefit of the Company, any Confidential Information relating to the Company, its corporate parent, or any of their subsidiaries or affiliates (collectively "**Company Parties**"), to which I have been privy to by virtue of being an employee of the Company. I understand that "**Confidential Information**" for this purpose shall mean and include all information, regardless of the form whether oral, written, stored in a computer database or otherwise, which in any way relates to markets, customers (including, but not limited to customers of any of the Company Parties with whom I interacted or with whom I became acquainted while being associated with the Company), products, patents, inventions, know-how, software, procedures, methods, designs, strategies, plans, assets, liabilities, revenues, pricing lists, customer information, profits, organization, employees, agents, distributors or business in general of any of the Company Parties. I understand that Confidential Information and trade secrets do not include any of the items mentioned above, which have become publicly known and made generally available through no wrongful act of mine, or of others who were under confidentiality obligations, as to the item or items involved. I hereby agree to maintain the secrecy and confidentiality of such Confidential Information.

Former Employer Information: I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity. Further, I will not bring into the Company premises any proprietary information or trade secret of any such employer, person or entity unless consented to in writing by such employer, person, or entity.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Third Party Information: I recognize that the Company has received, and in the future will receive, from third parties their confidential or proprietary information subject to a duty to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and agree to not disclose it to any person, corporation, or entity. I also agree not to use such information except as necessary in carrying out my work for the Company consistent with the Company's Agreement with such third party.

2. **Inventions:**

Inventions Retained and Licensed: I have shared and declared a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment with the Company (collectively referred to as "**Prior Inventions**"), which belong to me, which relate to the Company's proposed business, products or research and development, and which are not assigned to the Company hereunder, or, if no such list is attached, I represent that there are no such Prior Inventions. If in the course of my employment with the Company, I incorporate into a Company product, process, or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

Assignment of Inventions: I agree that I will promptly make full written disclosure to the Company, which will hold in trust for the sole right and benefit of the Company, and hereby assign to the Company, or its designee, all my right, title, and interest in and to any/all invention(s), original works of authorship, development, concepts improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, during the period of time I am in the employ of the Company (collectively referred to as "**Inventions**"), except as provided in sub-section (e) below. I further acknowledge that all original works of authorship created by me (solely or jointly with others) within the scope of and during the period of my employment with the Company and which are protectable by copyright are "works made for hire", as defined under the local copyright legislations (and all amendments thereto).

Maintenance of Records: I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the terms of my

Signature of Employee:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 8125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

employment with the Company. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by the Company. The records will be available to the Company and always remain the sole property of the Company.

Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any copyrights, patents, mask work rights or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copy rights, patents, mask work rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, any such instrument or papers shall continue after the termination of my employment. If the Company is unable to perfect any right, title, interest because of my mental or physical incapacity or for any other reason to fail to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

Exception to Assignments: I understand that the provisions of this Annexure requiring assignment of Inventions to the Company do not apply to any invention for which no equipment, supplies, facilities or trade secret information of the Company was used and which was developed entirely on my own time, unless: (i) at the time the Invention was conceived or reduced to practice, it related (A) directly to the business of the Company, or (B) to the Company's actual or demonstrably anticipated research or development; or (ii) the Invention resulted from any work performed by me for the Company. I understand further that the laws of certain states would prohibit the assignment of such Inventions. I will advise the Company promptly in writing of any inventions that I believe meet the criteria of this paragraph.

PRINCIPAL
Sudartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

3. **Returning Company Documents:** I agree that, at the time of leaving the employment of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, software, databases, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors or assigns.

4. **Notification to New Employer:** If I leave the employment of the Company, I hereby grant consent to the Company to notify my new employer about my rights and obligations hereunder.

5. **Non-Solicitation:** For a period of six (6) months after termination of my employment or cessation of my association with the Company for any reason whatsoever, I shall not, solicit or cause or authorize directly or indirectly to be solicited for employment, or cause or authorize directly or indirectly to be employed on my own behalf or on behalf of any Third Parties, any person who is an employee of the Company. I also agree not to use or disclose to any Third Parties any information obtained by myself while being an employee of the Company concerning the names and addresses of the Company's past and present employees.

6. **Non-Competition**: During 6-month period, immediately following termination of my employment with the Company, unless I receive written authorization from the Company to do so. I will not, directly or indirectly, perform any similar Services for any competing Company including current or former customer and / or prospects of the Company with whom I worked in the past twelve (12) months.

For the purposes of these non-compete provisions, "Similar Services" means, services which meet all or any of the following criteria(s):

i. work in the competing business / product (e.g. Digital Business; Security; Customer Experience; Marketing etc.) or sector (e.g. Financial Services) in which I worked for the Company; where the

ii. nature of work remains the same (e.g. selling ITBS Services; Product Architect) and involves the same end clients or prospects, and is

iii. performed in the same geography / market where I provided services for the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

The Company reserves the right to unilaterally waive this restriction in full or in part at its discretion; the Employee hereby acknowledges and agrees to the same.

In case, the Company initiates separation by way of involuntary termination or redundancy, then this non-compete will not apply.

6. **General Provisions Regarding Covenants**

Extension of Covenants: If I breach any of my obligations of this Annexure, I understand and agree that the time periods of the obligations that I have breached shall be extended by the period of time of such breach.

Attachment Read, Understood and Fair: I have carefully read and considered the provisions of this Annexure and agree that all of the restrictions set forth are fair and reasonable and are reasonably required for the protection of the interests of the Company and enhancing its goodwill.

7. **Protection of Systems & Environment:** I agree that during the term of my employment or association with the Company, I shall render services, as directed, in an ethical & professional manner and in accordance with the work related Policies of the Company such as E-mail & Internet Usage Policy, Information Security Policy etc., and their modification from time to time. As a part of my job requirement, I may be required to, or would have access to Company's and Company customer's work and computer environment and, as such undertake not to incorporate into Company's and any customer deliverables, software, computer, network, data or other electronically stored information or computer program or system, any security device, program routine, device, code or instructions (including any code or instructions provided by third parties) or other undisclosed feature, including, without limitation, a time bomb, virus, software lock, drop-dead device, digital rights management tool (including without limitation so-called DRM root kits), malicious logic, worm, Trojan horse, trap door, or other routine, device, code or instructions with similar effect or intent, that may be capable of accessing, modifying, deleting, damaging, disabling, deactivating, interfering with, shutting down, or otherwise harming any software, computer, network, deliverables, data or other electronically stored information, or computer programs or systems,. I understand that any violation or likely violation hereof may expose the Company to enormous losses & damages, including without limitation claims from Company's customers and as such the Company will be entitled to recover all such monies from me.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Tirupati-517 505

Signature of Employee

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 8125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

8. **Remedies:** By virtue of the duties and responsibilities attendant with my engagement by the Company, I understand that great loss and irreparable damage would be suffered by the Company if I should breach any of the terms of this Annexure. I acknowledge that each such term is reasonably necessary to protect and preserve the interests of the Company. Therefore, in addition to all other remedies available to the Company at law or in equity, the Company shall be entitled to, without posting a bond, specific performance, a temporary restraining order and a permanent injunction to prevent a breach or the continuation of a breach of any of the terms of this Agreement.

9. **Representations:** I represent that my performance of all the terms of my employment agreement and this Annexure will not breach any confidentiality agreements prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written Agreement in conflict with any of the provisions of the undertakings in this Annexure.

10. **Integration:** I understand and agree that this Attachment is part of my integrated employment Agreement with the Company, and that the general provisions in the Agreement to which this is an attachment including, without limitation, those provisions concerning reformation and severability, shall be applied when interpreting this Annexure.

Accepted

_____

G Rajasekhar
October 15, 2022

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL Technologies will correspond with you on the address & contact details mentioned below :-

Permanent Address: 5-69/29,sree krishna nagar,mr palli,tirupati chittor,andhra pradesh-517502, Tirupati, Andhra Pradesh, India, 517502

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Email ID: rajasekhar512115@gmail.com
Telephone Number: 8247005571

HCL Confidential

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: September 16, 2022

Bollineni Venkata Ramana
hyd
Hyderabad, Telangana

Dear Bollineni Venkata Ramana,

Congratulations! With reference to your application and subsequent interview with us for a career in our organization, we are pleased to inform you that you have been selected for employment in HCL Technologies Ltd. (herein referred as "HCL" or "Company") we are pleased to inform you that you have been selected for employment in our organization as **Senior Software Engineer.**

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

We take this opportunity to thank & appreciate your decision to join HCL. You are requested to join us on or before **September 20, 2022.**

You will be on probation for a period of **6 months** from the date of your joining. Your compensation would be as outlined in a separate document **"Salary Structure"**. The general terms and conditions governing your employment are outlined in **Annexure II**.

On the date of joining, you would be required to furnish photocopies of the original documents and other listed information in **Annexure III**. Please note that the submission of all the documents is mandatory to facilitate joining, background verification / validation and appointment process at HCL. **Annexure I** provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

This is a system generated (offer and appointment letter) document. Agreeing to the terms and conditions in the workflow of iTap (Company's web based application) is as good as signing of physical contract form on mutual agreement between you and the Company. It has legal binding as per the law if mutual trust is breached. You are requested to accept the offer within 07 days and mail the confirmation of acceptance to recruiters email id- **gs_veenakumari@hcl.com** , failing which the offer will stand null and void.

This offer will be valid subject to successful clearance of your pre-employment background verification check conducted by HCL. Your written consent and requisite copies of documents is necessary to complete the pre-employment check. You are requested to complete the submission of requisite documents for pre-employment background check within two business days from the date of acceptance of our offer of employment. Your cooperation is solicited in this regard to enable us complete the necessary pre-employment check on time and enable you on-board us.

Any change in the date of joining needs to be communicated to the concerned recruiter at least one week in advance.

SIGNATURE OF EMPLOYEE:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

HCL

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

For **HCL Technologies Ltd.,**

Amrita Das
Senior Vice President
Head-Global Rewards

ANNEXURE I

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

- Basic Salary
- Monthly Allowances
- Variable Pay
- Retirals & Insurances Benefit

The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR 50,000 spread over 12 months.

SIGNATURE OF EMPLOYEE

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HCL

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L741400L1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.

- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non- alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.

- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

- **VARIABLE PAY**

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

Performance Bonus (PB): Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. Pay-out against this component will be governed by the EPB policy (as amended from time to time) that is applicable to your employee group.

RETIRALS & INSURANCES BENEFIT

You and your dependants will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
- By default the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed),

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
C.Gollapalli, Tirupati-517 505

SIGNATURE OF EMPLOYEE:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.

- The premium payable depends on the dependants declared.
- The hospitalization coverage limit will be same as defined in compensation structure.
- Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
- You may refer 'Medical Insurance policy' for further details.

- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948.**

  Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

  *The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

  *The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.

- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.

- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

Disclaimer

SIGNATURE OF EMPLOYEE

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice.
Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

ANNEXURE II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At HCL, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

1. Location

Your joining location will be Hyderabad.

2. Medical Check up

Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement. The fitness testing (and accompanying results) will not lead to any subjective, discriminatory or unethical actions.

3. Increments and promotions

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 6 months from date of joining. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

4. Notice Period/ Separation

SIGNATURE OF EMPLOYEE:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **three months** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of 90 days' notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

5. Agreements

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company as also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

6. Background and Reference Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection.• In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

7. Working Hours

You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

8. Mobility

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or

SIGNATURE OF EMPLOYEE:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises.

9. Deputation/ Transfer

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

10. Retirement

You will retire from service on attaining superannuation at the age of 58 years.

11. Other benefits

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

12. Correctness of the Details Furnished

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

13. Data Protection:

a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.
e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

14. Other Rules and Regulations of the Company

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SIGNATURE OF EMPLOYEE

HCL

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of HCL as applicable to you and the changes therein from time to time.

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti Bribery & Anti Corruption, Business Gift and Entertainment Policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include upto termination of your employment with HCL.

You agree 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 the consent of HCL . The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	**Particulars (To be submitted to the Recruiter/Online of the BGV link)**
1	**Highest Qualification -** Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	**Permanent/Current Address Proof** – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	**Previous Employer** – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	**Identity Verification -** Copy of valid passport and PAN card required

Additional documents (To be submitted on request – Only if required)

1. Highest Qualification- Admit card, college and university official's (Registrar and Director) detail
2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer's active address.

Things to Remember

1. The information provided in Resume and background verification form must be same.
2. Information provided in background verification form must be accurate.
3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).
4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SIGNATURE OF EMPLOYEE

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

List of Documents required for joining / induction day (Hard Copies)		
S. No	**Document Name**	**Number of Photocopies**
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10th Mark sheet, only if passport is not available.	1
5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

Please Note –

- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following

Location of HCL Onboarding Team for joining formalities:

S. No	Location	Address
1	NOIDA	**Mondays and Thursdays:** Triveni Induction Room, First Floor, KNMA Tower, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) **Tuesdays, Wednesdays and Fridays:** Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP

SIGNATURE OF EMPLOYEE

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati (Dt.), A.P.

		(India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129 Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd, Special Economic Zone, Phoenix Info city Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd, Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd, Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL TECHNOGIES IT CITY NEAR CHACK GAJARIA FARMS SULTANPUR ROAD GATE NO.1 Tower SDC-01 SECOND FLOOR INDUCTION ROOM LUCKNOW.
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur
11	Coimbatore	State Street HCL Services | Human Resources | Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526|
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers, Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

Annexure IV

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following

Location of HCL Onboarding Team for joining formalities:

S. No	Location	Address
1	NOIDA	HCL Technologies Ltd, A-9, Sector-3, Noida-UP, 201301
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd,Surya Saphire, Plot#3, 1St Phase, Hosur Road, Electronic City Banglore-560100
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd, Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093

SIGNATURE OF EMPLOYEE:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Kesarapalli, Tirupati-517 505

HCL

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

8	LUCKNOW	HCL Technologies Ltd,Hcl It City, Sdc-01, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur
11	Coimbatore	State Street HCL Services | Human Resources | Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526|
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

In event of you having to relocate from another city the Company will provide accommodation for yourself and immediate family at the company guest house for the initial 15 days, the cost of which will be borne by the company. Any extension of the guest house accommodation will be subject to availability of rooms and approval from the reporting manager. The cost for the extended days of stay will be borne by you.

This offer and Appointment letter with all the enclosures and Annexures are completed in all respects and it is clearly understood and agreed that there is no other commitment or understanding apart from this.

If there are any components mentioned in the letter which are other than regular CTC, they need to claimed within 6 months of joining/ as specified under related policies of the Company.

For **HCL Technologies Ltd.,**

Amrita Das
Senior Vice President
Head-Global Rewards

Annexure V

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SIGNATURE OF EMPLOYEE:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

This Annexure contains the Employee Undertakings which sets forth certain employee obligations with respect to the protection of the confidential information and legitimate business interests of the Company.

As a condition of my employment and/or continued employment with the Company and my receipt of the compensation now and hereafter paid to me by the Company, I agree to the following:

1. **Confidential Information:**

Company Information: I shall not use, communicate, or disclose, except for the benefit of the Company, any Confidential Information relating to the Company, its corporate parent, or any of their subsidiaries or affiliates (collectively "**Company Parties**"), to which I have been privy to by virtue of being an employee of the Company. I understand that "**Confidential Information**" for this purpose shall mean and include all information, regardless of the form whether oral, written, stored in a computer database or otherwise, which in any way relates to markets, customers (including, but not limited to customers of any of the Company Parties with whom I interacted or with whom I became acquainted while being associated with the Company), products, patents, inventions, know-how, software, procedures, methods, designs, strategies, plans, assets, liabilities, revenues, pricing lists, customer information, profits, organization, employees, agents, distributors or business in general of any of the Company Parties. I understand that Confidential Information and trade secrets do not include any of the items mentioned above, which have become publicly known and made generally available through no wrongful act of mine, or of others who were under confidentiality obligations, as to the item or items involved. I hereby agree to maintain the secrecy and confidentiality of such Confidential Information.

Former Employer Information: I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity. Further, I will not bring into the Company premises any proprietary information or trade secret of any such employer, person or entity unless consented to in writing by such employer, person, or entity.

Third Party Information: I recognize that the Company has received, and in the future will receive, from third parties their confidential or proprietary information subject to a duty to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and agree to not disclose it to any person, corporation, or entity. I also agree not

SIGNATURE OF EMPLOYEE

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 502.

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

to use such information except as necessary in carrying out my work for the Company consistent with the Company's Agreement with such third party.

2. Inventions:

Inventions Retained and Licensed: I have shared and declared a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment with the Company (collectively referred to as "**Prior Inventions**"), which belong to me, which relate to the Company's proposed business, products or research and development, and which are not assigned to the Company hereunder, or, if no such list is attached, I represent that there are no such Prior Inventions. If in the course of my employment with the Company, I incorporate into a Company product, process, or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

Assignment of Inventions: I agree that I will promptly make full written disclosure to the Company, which will hold in trust for the sole right and benefit of the Company, and hereby assign to the Company, or its designee, all my right, title, and interest in and to any/all invention(s), original works of authorship, development, concepts improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, during the period of time I am in the employ of the Company (collectively referred to as "**Inventions**"), except as provided in sub-section (e) below. I further acknowledge that all original works of authorship created by me (solely or jointly with others) within the scope of and during the period of my employment with the Company and which are protectable by copyright are "works made for hire", as defined under the local copyright legislations (and all amendments thereto).

Maintenance of Records: I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the terms of my employment with the Company. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by the Company. The records will be available to the Company and always remain the sole property of the Company.

Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions

SIGNATURE OF EMPLOYEE:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near S.G.S. Palli, Tirupati-517 502

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

and any copyrights, patents, mask work rights or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copy rights, patents, mask work rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, any such instrument or papers shall continue after the termination of my employment. If the Company is unable to perfect any right, title, interest because of my mental or physical incapacity or for any other reason to fail to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

Exception to Assignments: I understand that the provisions of this Annexure requiring assignment of Inventions to the Company do not apply to any invention for which no equipment, supplies, facilities or trade secret information of the Company was used and which was developed entirely on my own time, unless: (i) at the time the Invention was conceived or reduced to practice, it related (A) directly to the business of the Company, or (B) to the Company's actual or demonstrably anticipated research or development; or (ii) the Invention resulted from any work performed by me for the Company. I understand further that the laws of certain states would prohibit the assignment of such Inventions. I will advise the Company promptly in writing of any inventions that I believe meet the criteria of this paragraph.

3. **Returning Company Documents:** I agree that, at the time of leaving the employment of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, software, databases, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors or assigns.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SIGNATURE OF EMPLOYEE:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

4. **Notification to New Employer:** If I leave the employment of the Company, I hereby grant consent to the Company to notify my new employer about my rights and obligations hereunder.

5. **Non-Solicitation:** For a period of six (6) months after termination of my employment or cessation of my association with the Company for any reason whatsoever, I shall not, solicit or cause or authorize directly or indirectly to be solicited for employment, or cause or authorize directly or indirectly to be employed on my own behalf or on behalf of any Third Parties, any person who is an employee of the Company. I also agree not to use or disclose to any Third Parties any information obtained by myself while being an employee of the Company concerning the names and addresses of the Company's past and present employees.

6. **Non-Competition**: During 6-month period, immediately following termination of my employment with the Company, unless I receive written authorization from the Company to do so. I will not, directly or indirectly, perform any similar Services for any competing Company including current or former customer and / or prospects of the Company with whom I worked in the past twelve (12) months.

For the purposes of these non-compete provisions, "Similar Services" means, services which meet all or any of the following criteria(s):

i. work in the competing business / product (e.g. Digital Business; Security; Customer Experience; Marketing etc.) or sector (e.g. Financial Services) in which I worked for the Company; where the

ii. nature of work remains the same (e.g. selling ITBS Services; Product Architect) and involves the same end clients or prospects, and is

iii. performed in the same geography / market where I provided services for the Company.

The Company reserves the right to unilaterally waive this restriction in full or in part at its discretion; the Employee hereby acknowledges and agrees to the same.

In case, the Company initiates separation by way of involuntary termination or redundancy, then this non-compete will not apply.

6. **General Provisions Regarding Covenants**

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SIGNATURE OF EMPLOYEE:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Extension of Covenants: If I breach any of my obligations of this Annexure, I understand and agree that the time periods of the obligations that I have breached shall be extended by the period of time of such breach.

Attachment Read, Understood and Fair: I have carefully read and considered the provisions of this Annexure and agree that all of the restrictions set forth are fair and reasonable and are reasonably required for the protection of the interests of the Company and enhancing its goodwill.

7. **Protection of Systems & Environment:** I agree that during the term of my employment or association with the Company, I shall render services, as directed, in an ethical & professional manner and in accordance with the work related Policies of the Company such as E-mail & Internet Usage Policy, Information Security Policy etc., and their modification from time to time. As a part of my job requirement, I may be required to, or would have access to Company's and Company customer's work and computer environment and, as such undertake not to incorporate into Company's and any customer deliverables, software, computer, network, data or other electronically stored information or computer program or system, any security device, program routine, device, code or instructions (including any code or instructions provided by third parties) or other undisclosed feature, including, without limitation, a time bomb, virus, software lock, drop-dead device, digital rights management tool (including without limitation so-called DRM root kits), malicious logic, worm, Trojan horse, trap door, or other routine, device, code or instructions with similar effect or intent, that may be capable of accessing, modifying, deleting, damaging, disabling, deactivating, interfering with, shutting down, or otherwise harming any software, computer, network, deliverables, data or other electronically stored information, or computer programs or systems,. I understand that any violation or likely violation hereof may expose the Company to enormous losses & damages, including without limitation claims from Company's customers and as such the Company will be entitled to recover all such monies from me.

8. **Remedies:** By virtue of the duties and responsibilities attendant with my engagement by the Company, I understand that great loss and irreparable damage would be suffered by the Company if I should breach any of the terms of this Annexure. I acknowledge that each such term is reasonably necessary to protect and preserve the interests of the Company. Therefore, in addition to all other remedies available to the Company at law or in equity, the Company shall be entitled to, without posting a bond, specific performance, a temporary restraining order and a permanent injunction to prevent a breach or the continuation of a breach of any of the terms of this Agreement.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SIGNATURE OF EMPLOYEE:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

9. **Representations:** I represent that my performance of all the terms of my employment agreement and this Annexure will not breach any confidentiality agreements prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written Agreement in conflict with any of the provisions of the undertakings in this Annexure.

10. **Integration:** I understand and agree that this Attachment is part of my integrated employment Agreement with the Company, and that the general provisions in the Agreement to which this is an attachment including, without limitation, those provisions concerning reformation and severability, shall be applied when interpreting this Annexure.

Accepted

_____

Bollineni Venkata Ramana
September 16, 2022

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SIGNATURE OF EMPLOYEE:

HCL

HCLTech



Palle Adilakshmi

52138275

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

20/03/2024 15:43

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: September 28, 2022

Dear PALLE ADILAKSHMI,
1-123,HANJANAWADA,TELLAPADU, KALASAPADU,
Andhra Pradesh, India, 516217

Dear **PALLE ADILAKSHMI,**

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd **(herein referred as "HCL" or "Company")**, we are pleased to inform you that you have been selected for employment in our organization as **Software Engineer** in band E1.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **September 30, 2022** at 9:00 A.M at **Vijayawada.**Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **INR 2,75,000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **24 months** with a surety amount of **INR 1.25 Lakhs.** This amount shall be payable to the Company only on the event of your separation from the company before **24 months** from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

PRINCIPAL
Siddartha Ed[illegible]demy
Group of Institutions
Near C.Gollapalli, Tirupati-5[illegible]

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL Technologies Limited(2310)

Amrita Das
Senior Vice President
Head-Global Rewards

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Annexure 1

COMPENSATION PLAN

Name	PALLE ADILAKSHMI
Band	E1
Designation	Software Engineer
City	Vijayawada
Monthly Components (in INR)	
Basic Salary	13,750
House Rent Allowance	4,115
Advance Statutory Bonus	2,160
TOTAL: Monthly	20,025
TOTAL: Monthly Components: Annualized	**2,40,300**
Retirals & Other Benefits (in INR)	
Provident Fund	19,800
Medical Insurance Premium/ESIC	6,967
Gratuity	7,933
TOTAL : Retirals	**34,700**
Variable Components (in INR)	
Performance Bonus (in Rs.)	-
Engagement PB (paid monthly) @ 100% achievement levels	-
TOTAL: Variable Components	-
COST TO COMPANY	2,75,000
Insurance & Medical Benefits (in INR)	Max Sub limits (p.a.)
Hospitalization cost reimbursement limit	-
Term life Insurance Cover	2,000,000
Disability cover due to accident (upto)	1,800,000

NOTE:

1. Flexi Basket is only applicable in E2+ employees
2. All salary components are governed by the company policies and statutory guidelines.
3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager.
4. Any personal tax liability arising out of compensation will be borne solely by the employee.
5. Gratuity to be payable as per act

ANNEXURE II

Welcome aboard...

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Nehru Nagar, Kurnool-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: September 4, 2022

Dear Vaddipalli Jyothika,
Peyannagari Palli Gundlapall Post
irala Mandalam Polakala Chittoor, Chittoor,
Andhra Pradesh, India, 517130

Dear **Vaddipalli Jyothika,**

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd.-IOMC ("HCL" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as **GRADUATE ENGINEER TRAINEE (GET)** in band **E1.1**

This position is a great match for your talent and skills, and that you will enjoy the professional challenges and growth opportunities associated with this role.

You are requested to join us on **September 6, 2022** at **9:00 A.M** at the following address, **Chennai-SEZ, SDB2 Sholinganallur 602/3 .** Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure and BPO divisions, HCL Axon etc. In line with the same approach, we look forward to your being flexible towards your placement in the company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s).

Your Total Compensation will be INR 425000 per annum outlined in Annexure I.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

You will be required to sign a service agreement along with a surety amount of **INR 50,000** in terms of which you also bind yourself to serve the company for a period of at least of **12 months** from the date of Joining. The terms and conditions of such Service agreement shall also be deemed to form part of your contract of employment with the Company.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

You need to have cleared all the subjects & should be a pass out of **2022** batch for the current academic course and be able to produce a provisional certificate from your college/university at the time of joining. No candidature with standing arrears will be entertained for joining on the stated date.

Signature of Employee:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

HCL

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by **HCL Technologies Ltd.-IOMC** will stand withdrawn without any liability.

As confirmation of your acceptance, please send an email at eschoolinfra@hcl.com within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter noted to you by HCL shall stand withdrawn without any liability.

Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL TECH LTD. - IOMC

Amrita Das
Senior Vice President
Head-Global Rewards

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Annexure II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At HCL, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you for the position of **Graduate Engineer Trainee.** This is to be read in conjunction with the offer & appointment letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

This Annexure lays down the general terms and conditions of employment to **HCL Technologies Ltd.-IOMC (herein referred as "HCL" or "Company")** and is a legally binding document.

1. **Location:**

   Your place of work will be located at **Chennai.**

2. **Commencement of Employment:**

   Your period of continuous employment with the Company will commence from the date of your joining the Company subject to fulfillment of the other conditions as mentioned on this employment contract.

3. **Medical Checkup:**

   Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement. The fitness testing (and accompanying results) will not lead to any subjective, discriminatory or unethical actions.

4. **Probation**

a) You shall be on probation for a period of **12 months** from the date of your appointment and unless notified in writing, you will be deemed as "confirmed" on completion of your probation period.
b) Your case for permanent absorption in the employment of the Company shall be considered on your satisfactorily completing the probationary period.
c) If during, or on the expiry of, the probation period (initial or extended) the Management finds your performance to be unsatisfactory or that you lack the aptitude for the job or that you are not suitable for the job, or the like, your probationary employment would be liable to be terminated, at any time, without assigning any reason.

5. **HCL Training Program:**

   Training (classroom/on the job) sessions will be conducted after your joining. The training period may be either extended or may be deemed completed earlier, at the discretion of the Management.

6. **Notice Period/ Separation:**

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Your employment with the Company can also be terminated either by the Company or by you by giving the other party 60 days' advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the 'Basic' component of the salary for the balance notice period would be paid to you by adjusting the amounts payable by you to the Company. For the avoidance of doubt, all amounts payable by you to the company would need to be cleared forthwith in the event of such termination. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the 'Basic' component of the salary for the balance notice period along with other amount payable by you to the company, if any. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of notice may be extended, if mutually agreed by you and the Company.

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

7. Increments and Promotions

Your growth in terms of role, compensation etc., in the Company will be based on your performance. Your salary will be subject to annual salary review. Salary adjustments effected at the salary review takes into consideration your job performance, movement of remuneration levels, benefits and conditions. Your anniversary performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter of your anniversary, post which you will be aligned to July/October Cycle, or any other Cycle as per discretion of the Company, depending on your current DOJ/Band/Employee Group.

8. Agreements:

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company and also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

9. Background and Reference Check:

This offer of employment is subject to your clearing our BGV process. As a precondition to accept this Offer Letter, you hereby give your express authorization to the Company (or the appointed third party) to conduct a background investigation on your credentials, as may be necessary and further agree that any misrepresentation in this regard or your failure to clear the BGV process shall give rise to the withdrawal of this offer of employment, and any employment contract which may have been subsequently executed shall be deemed void and ineffectual.

During the terms of employment, the Company may undertake the process of checking credentials of the Employee in terms of education, previous employment(s), and other information provided in the resumes/CVs as submitted by the said Employees, either on its own or with the help of a third party as and when required. For the avoidance of doubt, the Employee's signature in this Agreement constitutes the Employee's express authorization for the Company (or the appointed third party) to conduct a background investigation on his/her credentials, as may be necessary. Furthermore, the Employee agrees to submit himself /herself to random drug /medical testing at any time during the course of employment as permitted by law.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process. The company may also undertake reference check through at least two professional references submitted during the process of selection.

10. Working Hours:

This division works 24x7 Shifts and you will be required to do so as per the need of the organization. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

11. Mobility:

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises and Country

12. Deputation/ Transfer:

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

13. Retirement:

You will retire from service on attaining superannuation at the age of 58 years.

14. Other benefits:

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

15. Transport Facility

You shall be provided the shift cabs for pick and drop from home to office and vice versa within the limit of 20 KMs as per the company policy.

16. IP, Copyright, Inventions and Patents

All inventions, discoveries, improvements, copyrightable material, trademarks ideas and concepts and other intellectual property rights that you may make or conceive, either solely or jointly with others, during the period of your employment, shall be deemed to be sole property of the company and you hereby waive any and all right, title or interest, if any, in the same in favor of the company. Further, it shall be your duty to promptly reduce to writing and disclose to the Company all such inventions, discoveries, improvements, copyrightable material, trademarks ideas and concepts and other intellectual property rights, which you may make or conceive. You agree to, at all times, assist the company in every proper and possible way to patent or register the said ideas, concepts, inventions, discoveries, improvements, copyrightable material and/or trademarks in

Signature of Employee:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

any and all countries and to vest the title thereto in the company, its successors, assigns and nominees. Your obligations under this clause shall survive expiration or termination of your employment with the Company.

17. Data Protection:

a) The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.

b) The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.

c) The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.

d) During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.

e) The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

18. Exclusivity of service

You agree 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 the consent of **HCL Technologies Ltd.-IOMC** The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

19. Confidentiality & Non-Disclosure:

You acknowledge that the disclosure of any commercially sensitive information, trade secrets or other confidential information (which may not be readily available to competitors or to the general public) will cause significant harm to the Company.

You agree that you shall not at any time during your employment (except in the proper performance of your duties) with the Company, or at any time (without limit) after the termination thereof, directly or indirectly use or exploit for your own purposes or those of any other person, company, business entity or other organization whatsoever, or disclose to any person, company, business entity or other organization whatsoever, any trade secrets of the Company or its associated companies; any confidential information relating or belonging to the Company including but not limited to any such information relating to customers, customer lists or requirements, price lists or pricing structures, marketing and information, Intellectual Property, business plans or dealings, technical data, employees or officers, financial information and plans, designs, formulae, product lines or research activities; source codes and computer systems, software, any document marked "Confidential"; any information which you have been told is confidential or which you might reasonably expect the Company to regard as confidential or any information which has been given to the Company or any Associated Company in confidence by customers, suppliers and other persons.

You shall not at any time during the continuance of your employment with the Company make any notes or memoranda relating to any matter within the scope of the Company's or any Associated Company's business, dealings or affairs otherwise than for the benefit of the Company or any Associated Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com

You must not make or communicate (or cause or facilitate the making or communication of) any oral or written statement to any representative of the press, television, radio or other media on any matter connected with or relating to the Company or any of its Associated Companies, without the prior written consent of the Company.

The obligations contained in this provision shall not apply to, any information which you are required to disclose in accordance with an order of a Court of competent jurisdiction, any information or knowledge which may subsequently come into the public domain other than by way of unauthorized disclosure (whether by you or a third party); any act of yours in the proper performance of the duties of your employment; any use or disclosure where such use or disclosure has been properly authorized by the Company.

Your obligations under this paragraph would continue even beyond the cessation/termination of your employment. Any violation of the above obligations/conditions shall render you liable for appropriate disciplinary action including termination of your employment.

20. Rules, Policies, Procedures:

The Employee must comply at all times with the Company's rules, policies and procedures relating to equal opportunities, harassment, health and safety, e-mail and internet use, and all other rules, policies and procedures introduced by the Company from time to time. For the avoidance of doubt such rules, policies and procedures are not incorporated by reference into this contract and they may be changed, replaced or withdrawn at any time at the discretion of the Company.

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of the company as applicable to you and the changes therein from time to time.

21. Correctness of the Details Furnished:

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

22. Warranty and Undertaking:

You represent and warrant that you are not subject to any agreement, arrangement, contract, understanding, court order or otherwise, which in any way directly or indirectly restricts or prohibits you from fully performing the duties of your employment or any of them, in accordance with the terms and conditions of this Agreement.

You warrant and agree that you are not entering into this Agreement in reliance on any representation not expressly set out in this Agreement.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Jupalli, Kollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

23. Changes to the terms & conditions:

The Company reserves the right to make reasonable changes to any of your terms and conditions of employment. If the Company changes any of the terms and conditions of your employment, it will notify you in writing of the changes taking effect.

In case of any dispute as to the interpretation of the terms and conditions of your service, the decision of the Company shall be final and binding on you.

For HCL TECH LTD. - IOMC

Amrita Das
Senior Vice President
Head-Global Rewards

I confirm receipt of and accept the above Terms & Conditions of Employment.

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	**Particulars (To be submitted to the Recruiter/Online of the BGV link)**
1	**Highest Qualification -** Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	**Permanent/Current Address Proof** – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	**Previous Employer** – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	**Identity Verification -** Copy of valid passport and PAN card required

Additional documents (To be submitted on request – Only if required)

1. Highest Qualification- Admit card, college and university official's (Registrar and Director) detail
2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer's active address.

Things to Remember

1. The information provided in Resume and background verification form must be same.

Signature of Employee

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 8125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

2. Information provided in background verification form must be accurate.

3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).

4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

List of Documents required for joining / Induction day (Hard Copies)		
S. No	**Document Name**	**Number of Photocopies**
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10th Mark sheet, only if passport is not available.	1
5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:

Location of HCL Onboarding Team for joining formalities:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 8125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

S. No	Location	Address
1	NOIDA	**Mondays and Thursdays:** Triveni Induction Room, First Floor, KNMA Tower, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) **Tuesdays, Wednesdays and Fridays:** Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhaikulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur
11	Coimbatore	State Street Hcl Services | Human Resources | Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526|
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

ANNEXURE IV

EXPLANATION OF COMPENSATION STRUCTURE AND SOME BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

- Basic Salary
- Monthly Allowances
- Retirals & Insurances Benefit

The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 8125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.

- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non-alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.

- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR. 50,000/- spread over 12 months.

- **Bright Hour Allowance (BHA):** BHA is a non-recoverable monthly earning opportunity payable against a declaration by the employee for his/her availability in the Bright Hours and consent to move to any other OMC at any given time working during Bright Hours.

- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR. 21,000/- (excluding variable component) as per the Payment of Bonus Act.

- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

VARIABLE PAY

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

Advance Monthly Performance Bonus (AMPB): A part of variable pay is paid monthly as Advance Monthly Performance Bonus (AMPB) along with other monthly emoluments.The payout against this amount, will be governed by the Global Bonus policy, as amended from time to time.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. Pay-out against this component will be governed by the EPB policy (as amended from time to time) that is applicable to your employee group.

RETIRALS & INSURANCES BENEFIT

You and your dependants will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.

Signature of Employee:

PRINCIPAL
Sidartha Educational Academy
Group of Institutions
Near C.Gollapalli 505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 8125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

- By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
- The premium payable depends on the dependants declared.
- The hospitalization coverage limit will be same as defined in compensation structure.
- Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
- You may refer 'Medical Insurance policy' for further details.

- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948.**

  Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

  *The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

  *The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days' Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.

- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.

- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 8125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Annexure V

This Annexure contains the Employee Undertakings which sets forth certain employee obligations with respect to the protection of the confidential information and legitimate business interests of the Company.

As a condition of my employment and/or continued employment with the Company and my receipt of the compensation now and hereafter paid to me by the Company, I agree to the following:

1. **Confidential Information:**

Company Information: I shall not use, communicate, or disclose, except for the benefit of the Company, any Confidential Information relating to the Company, its corporate parent, or any of their subsidiaries or affiliates (collectively "**Company Parties**"), to which I have been privy to by virtue of being an employee of the Company. I understand that "**Confidential Information**" for this purpose shall mean and include all information, regardless of the form whether oral, written, stored in a computer database or otherwise, which in any way relates to markets, customers (including, but not limited to customers of any of the Company Parties with whom I interacted or with whom I became acquainted while being associated with the Company), products, patents, inventions, know-how, software, procedures, methods, designs, strategies, plans, assets, liabilities, revenues, pricing lists, customer information, profits, organization, employees, agents, distributors or business in general of any of the Company Parties. I understand that Confidential Information and trade secrets do not include any of the items mentioned above, which have become publicly known and made generally available through no wrongful act of mine, or of others who were under confidentiality obligations, as to the item or items involved. I hereby agree to maintain the secrecy and confidentiality of such Confidential Information.

Former Employer Information: I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity. Further, I will not bring into the Company premises any proprietary information or trade secret of any such employer, person or entity unless consented to in writing by such employer, person, or entity.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

Third Party Information: I recognize that the Company has received, and in the future will receive, from third parties their confidential or proprietary information subject to a duty to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and agree to not disclose it to any person, corporation, or entity. I also agree not to use such information except as necessary in carrying out my work for the Company consistent with the Company's Agreement with such third party.

2. **Inventions:**

Inventions Retained and Licensed: I have shared and declared a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment with the Company (collectively referred to as "**Prior Inventions**"), which belong to me, which relate to the Company's proposed business, products or research and development, and which are not assigned to the Company hereunder, or, if no such list is attached, I represent that there are no such Prior Inventions. If in the course of my employment with the Company, I incorporate into a Company product, process, or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

Assignment of Inventions: I agree that I will promptly make full written disclosure to the Company, which will hold in trust for the sole right and benefit of the Company, and hereby assign to the Company, or its designee, all my right, title, and interest in and to any/all invention(s), original works of authorship, development, concepts improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, during the period of time I am in the employ of the Company (collectively referred to as "**Inventions**"), except as provided in sub-section (e) below. I further acknowledge that all original works of authorship created by me (solely or jointly with others) within the scope of and during the period of my employment with the Company and which are protectable by copyright are "works made for hire", as defined under the local copyright legislations (and all amendments thereto).

Maintenance of Records: I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the terms of my employment with the Company. The records will be in the form of notes, sketches,

Signature of Employee:

PRINCIPAL
Educational Academy
Group of Institutions
Near C.Gollapalli

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

drawings, and any other format that may be specified by the Company. The records will be available to the Company and always remain the sole property of the Company.

Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any copyrights, patents, mask work rights or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copy rights, patents, mask work rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, any such instrument or papers shall continue after the termination of my employment. If the Company is unable to perfect any right, title, interest because of my mental or physical incapacity or for any other reason to fail to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

Exception to Assignments: I understand that the provisions of this Annexure requiring assignment of Inventions to the Company do not apply to any invention for which no equipment, supplies, facilities or trade secret information of the Company was used and which was developed entirely on my own time, unless: (i) at the time the Invention was conceived or reduced to practice, it related (A) directly to the business of the Company, or (B) to the Company's actual or demonstrably anticipated research or development; or (ii) the Invention resulted from any work performed by me for the Company. I understand further that the laws of certain states would prohibit the assignment of such Inventions. I will advise the Company promptly in writing of any inventions that I believe meet the criteria of this paragraph.

3. **Returning Company Documents:** I agree that, at the time of leaving the employment of the Company, I will deliver to the Company (and will not keep in my possession, recreate or

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 8125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, software, databases, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors or assigns.

4. **Notification to New Employer:** If I leave the employment of the Company, I hereby grant consent to the Company to notify my new employer about my rights and obligations hereunder.

5. **Non-Solicitation:** For a period of six (6) months after termination of my employment or cessation of my association with the Company for any reason whatsoever, I shall not, solicit or cause or authorize directly or indirectly to be solicited for employment, or cause or authorize directly or indirectly to be employed on my own behalf or on behalf of any Third Parties, any person who is an employee of the Company. I also agree not to use or disclose to any Third Parties any information obtained by myself while being an employee of the Company concerning the names and addresses of the Company's past and present employees.

6. **Non-Competition**: During 6-month period, immediately following termination of my employment with the Company, unless I receive written authorization from the Company to do so. I will not, directly or indirectly, perform any similar Services for any competing Company including current or former customer and / or prospects of the Company with whom I worked in the past twelve (12) months.

For the purposes of these non-compete provisions, "Similar Services" means, services which meet all or any of the following criteria(s):

i. work in the competing business / product (e.g. Digital Business; Security; Customer Experience; Marketing etc.) or sector (e.g. Financial Services) in which I worked for the Company; where the

ii. nature of work remains the same (e.g. selling ITBS Services; Product Architect) and involves the same end clients or prospects, and is

iii. performed in the same geography / market where I provided services for the Company.

The Company reserves the right to unilaterally waive this restriction in full or in part at its discretion; the Employee hereby acknowledges and agrees to the same.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

In case, the Company initiates separation by way of involuntary termination or redundancy, then this non-compete will not apply.

6. **General Provisions Regarding Covenants**

Extension of Covenants: If I breach any of my obligations of this Annexure, I understand and agree that the time periods of the obligations that I have breached shall be extended by the period of time of such breach.

Attachment Read, Understood and Fair: I have carefully read and considered the provisions of this Annexure and agree that all of the restrictions set forth are fair and reasonable and are reasonably required for the protection of the interests of the Company and enhancing its goodwill.

7. **Protection of Systems & Environment:** I agree that during the term of my employment or association with the Company, I shall render services, as directed, in an ethical & professional manner and in accordance with the work related Policies of the Company such as E-mail & Internet Usage Policy, Information Security Policy etc., and their modification from time to time. As a part of my job requirement, I may be required to, or would have access to Company's and Company customer's work and computer environment and, as such undertake not to incorporate into Company's and any customer deliverables, software, computer, network, data or other electronically stored information or computer program or system, any security device, program routine, device, code or instructions (including any code or instructions provided by third parties) or other undisclosed feature, including, without limitation, a time bomb, virus, software lock, drop-dead device, digital rights management tool (including without limitation so-called DRM root kits), malicious logic, worm, Trojan horse, trap door, or other routine, device, code or instructions with similar effect or intent, that may be capable of accessing, modifying, deleting, damaging, disabling, deactivating, interfering with, shutting down, or otherwise harming any software, computer, network, deliverables, data or other electronically stored information, or computer programs or systems,. I understand that any violation or likely violation hereof may expose the Company to enormous losses & damages, including without limitation claims from Company's customers and as such the Company will be entitled to recover all such monies from me.

8. **Remedies:** By virtue of the duties and responsibilities attendant with my engagement by the Company, I understand that great loss and irreparable damage would be suffered by the Company if I should breach any of the terms of this Annexure. I acknowledge that each such

Signature of Employee

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub, Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.
T +91 120 6125000 F +91 120 4683030
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.
www.hcltech.com
www.hcl.com

term is reasonably necessary to protect and preserve the interests of the Company. Therefore, in addition to all other remedies available to the Company at law or in equity, the Company shall be entitled to, without posting a bond, specific performance, a temporary restraining order and a permanent injunction to prevent a breach or the continuation of a breach of any of the terms of this Agreement.

9. **Representations:** I represent that my performance of all the terms of my employment agreement and this Annexure will not breach any confidentiality agreements prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written Agreement in conflict with any of the provisions of the undertakings in this Annexure.

10. **Integration:** I understand and agree that this Attachment is part of my integrated employment Agreement with the Company, and that the general provisions in the Agreement to which this is an attachment including, without limitation, those provisions concerning reformation and severability, shall be applied when interpreting this Annexure.

Accepted

_____

Vaddipalli Jyothika
September 4, 2022

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL Technologies will correspond with you on the address & contact details mentioned below :-

Permanent Address: Peyannagari Palli Gundlapall Post
irala Mandalam Polakala Chittoor, Chittoor,
Andhra Pradesh, India, 517130
Email ID: jyothikavadipalli77@gmail.com
Telephone Number: 6300594676

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

APPOINTMENT LETTER

March 21, 2022

Dear DHABBALA HARIKRISHNA,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

PRINCIPAL
Siddartha Educational Academy
Near C.Gollapalli, Tirupati-517 505

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Gollapalli, Tirupati-517 505

and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be* liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**

Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I DHABBALA HARIKRISHNA, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ("Wipro") for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: DHABBALA HARIKRISHNA

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Total Cost to Company per annum	3,50,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

- For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

- This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Gollapalli, Tirupati-517 502.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 In the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** DHABBALA HARIKRISHNA 21/3/2022 7:13 PM
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakanneli
Sarjapur Road
Bengaluru 560 035

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

India C :L32102KA1945PLC020800

22943652

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HCL TECHNOLOGIES LTD.
Corporate Identity Number: L74140DL1991PLC046369
Technology Hub: Special Economic Zone
Plot No : 3A, Sector 126, NOIDA 201 304, UP, India
T +91 120 6125000 F +91 120 4683000
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: August 19, 2022

Dear P Sravani .,

.,.,
Andhra Pradesh, India, .

Dear P Sravani .,

Congratulations! With reference to the interviews conducted by **HCL Technologies Ltd. (herein referred as "HCL" or "Company")**, we are pleased to inform you that you have been selected for employment in our organization as **GRADUATE ENGINEER TRAINEE (GET)** in band **E1.1**
In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **August 23, 2022** at 9:00 A.M at the following address **Chennai-SEZ, SDB2 Sholinganallur 602/3.**Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **425000** per annum, outlined in Annexure I.

You will be required to sign a service agreement of **12 months** with a surety amount of **INR 50,000.** This amount shall be payable to the Company only on the event of your separation from the company before **12 months** from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

Please share your acceptance to offer as a confirmation within 3 days of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,
For HCL Technologies Ltd.

Amrita

Amrita Das
Senior Vice President
Head-Global Rewards

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

P. Sravani
Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India
T. +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

ANNEXURE II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At **HCL Technologies Ltd.**, we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits for HCLites, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

Following are the terms and conditions that refer to our offer of employment to you, this is to be read in conjunction with the offer letter as attached.

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

1. Location

Your place of work will be located at **Chennai**

2. Medical Check up

Your employment may be subject to you being declared medically fit by a registered medical practitioner. Company shall request for the same as and when it is required, as per the Company Policies/ client requirement. The fitness testing (and accompanying results) will not lead to any subjective, discriminatory or unethical actions.

3. HCLT Training Program:

Training (classroom/on the job) sessions will be conducted after your joining.
The training period may be either extended or may be deemed completed earlier, at the discretion of the Management. You shall continue to be under probation, unless specifically confirmed in writing.

4. Increments and promotions

Your growth in terms of role, compensation etc. in the company will solely be based on your performance. Unless notified in writing, you will be deemed as "confirmed" on completion of your probation period i.e. 12months from date of joining. Subsequently, your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter thereafter.

5. Notice Period/ Separation

Your employment with the Company can also be terminated either by the Company or by you by giving the other party **90 days'** advance notice. If the Company terminates the employment and decides to relieve you before the completion of the notice period, the "Basic" component of the salary for the balance notice period would be paid to you. If at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the "Basic" component of the salary for the balance notice period. However, please note that accepting any such early relieving request would be entirely at the discretion of the Company. Further, the aforesaid requirement of 90 days' notice may be extended, if mutually agreed by you and the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HCLT Confidential

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L741400L1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T. +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

On termination of your employment for any reason, you shall comply with the Company's termination procedures, sign all documents and return all Company property. The Company will not be bound to pay the dues, if any, till you have completed all the separation procedures.

6. Agreements

You may be required to sign necessary agreements with the Company or any other client as required and complete various formalities as per the agreements at the time of joining and during the tenure with the company.

You may also be required to sign other Agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company as also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

7. Background and Reference Check

- The company will undertake the background verification / validation process of employees in terms of education, previous employment(s), criminal verification, database and web searches, address verification, claims made against achievements in the resumes/CVs of the employees etc. with the help of a third party as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.
- The company may also undertake reference check through at least two professional references submitted during the process of selection.• In case the Prospective Employees fails to submit any document required for conducting background verification, they will not be considered for hiring. If the Prospective Employees fails the background verification, appropriate actions including withdrawal of offer of employment will be taken basis the recommendations given by the background verification team & in line with HCL policies.

8. Working Hours

You will be governed by the normal working hours as existing in the company. You may be required to work in shifts and/or in extended working hours, as permitted by law, if required as per business needs. The same are subject to change from time to time.

9. Mobility

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises.

10. Deputation/ Transfer

Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

11. Retirement

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
[illegible], Tirupati-517 505

HCLT Confidential

Signature of Employee:

HCL

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T. +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

You will retire from service on attaining superannuation at the age of 58 years.

12. Other benefits

You shall be eligible for other benefits related to leaves, perquisites etc. in accordance with the prevailing terms of employment in the Company. Notwithstanding the above, the Company reserves the right to change the above-mentioned benefits as and when it deems necessary and you will be notified accordingly.

13. Correctness of the Details Furnished

You have been appointed on the presumption that the particulars furnished in your application and resume are correct. In the event the said particulars are found to be incorrect or that you have concluded or withheld some other relevant facts, your appointment with the Company shall stand terminated/cancelled without any notice.

14. Data Protection:

a. The Employee consents to the holding & processing of personal data provided to the Employer for all purposes of the administration and management of his/her employment and/or the Company's business.
b. The Employee hereby agrees to his/her personal data being collected & the same being transferred, stored and processed by the Company in India and any other countries where the Company, its Group Company and Company Clients have offices, in accordance with the applicable laws.
c. The Employee also agrees that the Company may make such data available to its advisors, other agencies, such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and various regulatory authorities.
d. During employment, the employee will have the right to amend/modify/alter his/her personal information. The employer will exercise all reasonable diligence for safeguarding personal information, as have been disclosed by the employee. It is clarified that the said obligation will not be applicable in case of legally compelled disclosures.
e. The Employee further acknowledges and agrees that the Employer may, in the course of business, be required to disclose personal data relating to him/her, after the end of his/her employment to any group/statutory bodies/authorities as required under applicable law/requirements. However, any personal data, which is no longer required, will be deleted without undue delay.

15. Other Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of HCL as applicable to you and the changes therein from time to time.

Further, during the period of your employment with HCL, you will be required to inter alia comply with the Company's Code of Business Ethics & Conduct, Anti Bribery & Anti-Corruption, Business Gift and Entertainment Policy and failure to do so shall entitle HCL to take appropriate disciplinary action which may lead & include up to termination of your employment with HCL.

You agree 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 the consent of HCL . The consent may be given subject to any terms and conditions that the company may think fit and may be withdrawn at the discretion of the company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C. Gollapalli, Tirupati-517 505

HCLT Confidential

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L741400L1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

Annexure III

LIST OF DOCUMENTS/INFORMATION TO BE SUBMITTED ONLINE TO FACILITATE PRE-EMPLOYMENT BGV (BACKGROUND VERIFICATION / VALIDATION) AND APPOINTMENT PROCESS IN HCL	
S.No.	**Particulars (To be submitted to the Recruiter/Online of the BGV link)**
1	**Highest Qualification** - Degree Certificate, All Years Mark sheets. Provisional Degree Certificate required for courses completed in the last 6 months from the current date
2	**Permanent/Current Address Proof** – Passport, Ration Card, Voter ID, Driving License, , Rental agreement or Lease agreement etc.
3	**Previous Employer** – Relieving and Experience Letter, latest salary slips & offer letter with Employee ID Number
4	A duly filled and signed copy of the BGV(Joining Form) Form and LOA (letter of authorization)
5	**Identity Verification** - Copy of valid passport and PAN card required

Additional documents (To be submitted on request – Only if required)

1. Highest Qualification- Admit card, college and university official's (Registrar and Director) detail
2. Previous Employer – Direct HR Contact, PF account details, bank statement showing salary transfer and Form 16, If company is active, employer's active address.

Things to Remember

1. The information provided in Resume and background verification form must be same.
2. Information provided in background verification form must be accurate.
3. Period of stay mentioned in the background verification form should be correct and in continuation (without any GAP).
4. Any Gap in Employment or Education must be informed explicitly to the recruiter.

Additional document can be requested to clear background verification therefore to avoid delay it is advisable to submit these documents along with the mandatory documents.

List of Documents required for Joining / Induction day (Hard Copies)		
S. No	**Document Name**	**Number of Photocopies**
1	Latest Offer/Appointment Letter with Cost to Company (CTC and ALL ANNEXURES)	1
2	Extension Letter (if the Date of Joining in the offer letter is past dated)	1
3	Passport –Front copy only - for Name & DOB proof.	1
4	10th Mark sheet, only if passport is not available.	1

PRINCIPAL
Siddhartha Educational Academy
Group of Institutions
Near C.Gollapalle, Tirupati-517 505

HCLT Confidential

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

5	PAN CARD as ID Proof (Only if passport is not available)	1
6	Passport Size Photographs (Only with white background)	3

- Please ensure all documents are **Self-attested** (Photocopies).
- Please ensure that the photocopies are clearly visible as dark and hazy photocopies are not accepted.
- Please avoid clicking pictures of documents and taking printouts.
- Please do not send soft copies through Emails.
- Please bring a copy of your Aadhar card on the Induction day, so that HCL onboarding team can ensure the right information is passed on for EPF (Employee Provident Fund) / EPS (Employee Pension Scheme) / UAN (Universal Account Number) account creation/porting etc.
- HCL will only validate the accuracy of the Aadhar Card details for EPF/EPS/UAN and shall not store or use Aadhar card information for any other purposes.
- Please keep your PF account number (immediate previous employment), UAN information handy as these details are required on the induction day.
- Induction Timings are **0900 to 1830** IST.
- Please ensure your BGV Status is Green, before the Date of Joining, check with your Recruiter on the progress/Status.
- All storage Media Devices e.g. laptop, Pen Drives etc. are not allowed inside the campus.

You are required to report to HCL Onboarding Team for completing joining formalities on the day of joining by 9:00 a.m. at your respective location of joining as following:

Location of HCL Onboarding Team for joining formalities:

S. No	Location	Address
1	NOIDA	**Mondays and Thursdays:** Triveni Induction Room, First Floor, KNMA Tower, Gate number 1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India) **Tuesdays, Wednesdays and Fridays:** Akashi Induction Room, Ground Floor, Tower – 1, Gate number -1, HCL Technology Hub, Plot No 3A, Sector 126, Noida - 201313. UP (India)
2	CHENNAI	HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3, Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600119
3	BANGLORE	HCL Technologies Ltd, SAL (602), 6th Floor, Tower 4, Special Economic Zone (SEZ), 129, Jigani Industrial Area, Bommasandra-Jigani Link Road, Bangalore – 562 106
4	KOLKATA	HCL Technologies Ltd,Level-4, Building -A3 Unitech Infospace, Dh Street, Rajarhat, Kolkata-700091
5	HYDERABAD	HCL Technologies Ltd,Special Economic Zone, Phoenix Infocity Pvt Ltd, H-01, Level -2 , Hitec City 2-Survey No. 30,34,35 & 38, Madhapur, Hyderabad-500081
6	PUNE	HCL Technologies Ltd,Blue Bell, Tower-7, Level- Upper Ground Floor , Wing (A&B), Magarpatta, Sez, Pune-411013
7	MUMBAI	HCL Comnet Ltd,Arena Tower, Ground Floor, Road No 12, Midc, Andheri East, Opp Goldfinch Hotel, Mumbai-400093
8	LUCKNOW	HCL Technologies Ltd,HCL IT City, SDC-01, 2nd Floor – Induction Room, Chack Gajaria Farms, Sultanpur Road, Lucknow, Uttar Pradesh-226002
9	MADURAI	HCL Technologies Ltd, Sez Unit-1, Tower-1, Elcot, Special Economic Zone, Survey No. 1/2, 1/3, 1/19, 1/20, 4/1, 2/1, 2/2, 4/2, & 5, Plot No. 5&7,Ilandhalkulam Village-Madurai-Tamil Nadu-625020
10	Nagpur	HCL Technologies Ltd, Plot No.5, Sector 12, Mihan SEZ, Nagpur

Siddhartha Educational Academy
Siddhartha C Gopuram, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T: +91 120 4024700, 3337000 F: +91 120 2425633
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

11	Coimbatore	State Street Hcl Services | Human Resources | Module - 201, 202, 203, 204 And 206 – 2Nd Floor, Tidelpark Coimbatore Limited, Coimbatore - 641014,Extn : 04226657526|
12	Vijayawada	State Street HCL Services Private LimitedMedha IT Towers,Third Floor,Kesarapalli,Gannavaram,Krishna District 521102

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

P. Jravani

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

ANNEXURE IV

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

- Basic Salary
- Monthly Allowances
- Variable Pay
- Retirals & Insurances Benefit

- **Disclaimer:**
- ***Your individual compensation structure may not necessarily have all the components as applicable to the respective Band.***

The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.

- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non-alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.

- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR 50,000 spread over 12 months.

- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.

- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.

- **VARIABLE PAY**

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India
T. +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.

Performance Bonus (PB):

Performance Bonus (PB) is payable in accordance with the Company's Bonus Policy (sales / delivery / functional support) as applicable at that time. The quantum of pay-out will be subject to the current year's Bonus Policy and will be calculated based on your individual contributions against your Key Performance Parameters (KPP) as well as the company's performance.

PB is payable at the end of the performance review cycle. To be eligible for the bonus pay-out, you need to be active on the rolls of the company at the time of reward distribution as per Performance review and Reward cycle.

Engagement Performance Bonus (EPB): Engagement Performance Bonus is a variable component payable on a monthly basis. Pay-out against this component will be governed by the EPB policy (as amended from time to time) that is applicable to your employee group

RETIRALS & INSURANCES BENEFIT

You and your dependents will be covered under Social Security as per the law and Insurance Benefits policy offered by the company. The amount mentioned under 'Insurance and Medical Benefits' in your compensation structure is applicable towards various insurances (Medical Insurance, Term Life Insurance, Personal Accident Insurance).

Medical Insurance: Some of the salient features of the Group Health Medical Insurance policy are as follows

- The policy covers Hospitalization expenses and Maternity expenses.
- By default, the employees (who are not covered under the ESI Act, 1948] will be mandatorily covered under the benefit. The benefit will also be available to cover Spouse, dependent children, dependent parents/in-laws, dependent brothers who are unemployed but below the age of 25 and sisters (unmarried & unemployed), additionally, by declaring them as dependants and on confirming that they are NOT covered under any other employer-sponsored medical scheme (e.g., Central Government Health Scheme) and that they are wholly or substantially dependent on you for their medical needs.
- The premium payable depends on the dependants declared.
- The hospitalization coverage limit will be same as defined in compensation structure.
- Company reserves the right to amend the benefit plan and shall keep all employees informed/updated.
- You may refer 'Medical Insurance policy' for further details.

- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948.**

  Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

  *The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Renigunta, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T. +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

  *The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.

- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.

- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

Disclaimer

You will be liable to pay all applicable taxes on your income as per the local laws. You will also be responsible for filing your personal Income Tax returns. You acknowledge that the Company is not in any way influencing, guiding, suggesting on aspects of taxation or tax saving measures in any form and that the same is individual's decision / personal choice. Please note that all components mentioned above may or may not be a part of your compensation structure. HCL reserves the right to alter, append or withdraw the benefits extended either in part or in full based on management's discretion.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL Technologies will correspond with you on the address & contact details mentioned below :-

Permanent Address: ., .,
Andhra Pradesh, India, .
Email ID: shravsravani2@gmail.com
Telephone Number: 6303788195

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

P. Sravani
Signature of Employee:

CL TECHNOLOGIES LTD.
Corporate Identification Number: L741400L1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

NON-DISCLOSURE AGREEMENT

This Annexure contains the Employee Undertakings which sets forth certain employee obligations with respect to the protection of the confidential information and legitimate business interests of the Company.

As a condition of my employment and/or continued employment with the Company and my receipt of the compensation now and hereafter paid to me by the Company, I agree to the following:

1. **Confidential Information:**

Company Information: I shall not use, communicate, or disclose, except for the benefit of the Company, any Confidential Information relating to the Company, its corporate parent, or any of their subsidiaries or affiliates (collectively "**Company Parties**"), to which I have been privy to by virtue of being an employee of the Company. I understand that "**Confidential Information**" for this purpose shall mean and include all information, regardless of the form whether oral, written, stored in a computer database or otherwise, which in any way relates to markets, customers (including, but not limited to customers of any of the Company Parties with whom I interacted or with whom I became acquainted while being associated with the Company), products, patents, inventions, know-how, software, procedures, methods, designs, strategies, plans, assets, liabilities, revenues, pricing lists, customer information, profits, organization, employees, agents, distributors or business in general of any of the Company Parties. I understand that Confidential Information and trade secrets do not include any of the items mentioned above, which have become publicly known and made generally available through no wrongful act of mine, or of others who were under confidentiality obligations, as to the item or items involved. I hereby agree to maintain the secrecy and confidentiality of such Confidential Information.

Former Employer Information: I agree that I will not, during my employment with the Company, improperly use or disclose any proprietary information or trade secrets of any former or concurrent employer or other person or entity. Further, I will not bring into the Company premises any proprietary information or trade secret of any such employer, person or entity unless consented to in writing by such employer, person, or entity.

Third Party Information: I recognize that the Company has received, and in the future will receive, from third parties their confidential or proprietary information subject to a duty to maintain the confidentiality of such information and to use it only for certain limited purposes. I agree to hold all such confidential or proprietary information in the strictest confidence and agree to not disclose it to any person, corporation, or entity. I also agree not to use such information except as necessary in carrying out my work for the Company consistent with the Company's Agreement with such third party.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 5

2. **Inventions:**

Inventions Retained and Licensed: I have shared and declared a list describing all inventions, original works of authorship, developments, improvements, and trade secrets which were made by me prior to my employment

P. Gravanj
Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T. +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

with the Company (collectively referred to as **"Prior Inventions"**), which belong to me, which relate to the Company's proposed business, products or research and development, and which are not assigned to the Company hereunder, or, if no such list is attached, I represent that there are no such Prior Inventions. If in the course of my employment with the Company, I incorporate into a Company product, process, or machine a Prior Invention owned by me or in which I have an interest, the Company is hereby granted and shall have a nonexclusive, royalty-free, irrevocable, perpetual, worldwide license to make, have made, modify, use and sell such Prior Invention as part of or in connection with such product, process or machine.

Assignment of Inventions: I agree that I will promptly make full written disclosure to the Company, which will hold in trust for the sole right and benefit of the Company, and hereby assign to the Company, or its designee, all my right, title, and interest in and to any/all invention(s), original works of authorship, development, concepts improvements or trade secrets, whether or not patentable or registrable under copyright or similar laws, which I may solely or jointly conceive or develop or reduce to practice, or cause to be conceived or developed or reduced to practice, during the period of time I am in the employ of the Company (collectively referred to as **"Inventions"**), except as provided in sub-section (e) below. I further acknowledge that all original works of authorship created by me (solely or jointly with others) within the scope of and during the period of my employment with the Company and which are protectable by copyright are "works made for hire", as defined under the local copyright legislations (and all amendments thereto).

Maintenance of Records: I agree to keep and maintain adequate and current written records of all Inventions made by me (solely or jointly with others) during the terms of my employment with the Company. The records will be in the form of notes, sketches, drawings, and any other format that may be specified by the Company. The records will be available to the Company and always remain the sole property of the Company.

Patent and Copyright Registrations: I agree to assist the Company, or its designee, at the Company's expense, in every proper way to secure the Company's rights in the Inventions and any copyrights, patents, mask work rights or other intellectual property rights relating thereto in any and all countries, including the disclosure to the Company of all pertinent information and data with respect thereto, the execution of all applications, specifications, oaths, assignments and all other instruments which the Company shall deem necessary in order to apply for and obtain such rights and in order to assign and convey to the Company, its successors, assigns, and nominees the sole and exclusive rights, title and interest in and to such Inventions, and any copy rights, patents, mask work rights or other intellectual property rights relating thereto. I further agree that my obligation to execute or cause to be executed, any such instrument or papers shall continue after the termination of my employment. If the Company is unable to perfect any right, title, interest because of my mental or physical incapacity or for any other reason to fail to secure my signature to apply for or to pursue any application for any local or foreign patents or copyright registrations covering Inventions or original works of authorship assigned to the Company as above, then I hereby irrevocably designate and appoint the Company and its duly authorized officers and agents as my agent and attorney in fact, to act for and on my behalf to execute and file any such applications and to do all other lawfully permitted acts to further the prosecution and issuance of letters patent or copyright registrations thereon with the same legal force and effect as if executed by me.

PRINCIPAL
Educational Academy
Group of Institutions
Near C.B.M. Compound, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India.
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

Exception to Assignments: I understand that the provisions of this Annexure requiring assignment of Inventions to the Company do not apply to any invention for which no equipment, supplies, facilities or trade secret information of the Company was used and which was developed entirely on my own time, unless: (i) at the time the Invention was conceived or reduced to practice, it related (A) directly to the business of the Company, or (B) to the Company's actual or demonstrably anticipated research or development; or (ii) the Invention resulted from any work performed by me for the Company. I understand further that the laws of certain states would prohibit the assignment of such Inventions. I will advise the Company promptly in writing of any inventions that I believe meet the criteria of this paragraph.

3. Returning Company Documents: I agree that, at the time of leaving the employment of the Company, I will deliver to the Company (and will not keep in my possession, recreate or deliver to anyone else) any and all devices, records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, materials, software, databases, equipment, other documents or property, or reproductions of any aforementioned items developed by me pursuant to my employment with the Company or otherwise belonging to the Company, its successors or assigns.

4. Notification to New Employer: If I leave the employment of the Company, I hereby grant consent to the Company to notify my new employer about my rights and obligations hereunder.

5. Non-Solicitation: For a period of six (6) months after termination of my employment or cessation of my association with the Company for any reason whatsoever, I shall not, solicit or cause or authorize directly or indirectly to be solicited for employment, or cause or authorize directly or indirectly to be employed on my own behalf or on behalf of any Third Parties, any person who is an employee of the Company. I also agree not to use or disclose to any Third Parties any information obtained by myself while being an employee of the Company concerning the names and addresses of the Company's past and present employees.

6. Non-Competition: During 6-month period, immediately following termination of my employment with the Company, unless I receive written authorization from the Company to do so. I will not, directly or indirectly, perform any similar Services for any competing Company including current or former customer and / or prospects of the Company with whom I worked in the past twelve (12) months.

For the purposes of these non-compete provisions, "Similar Services" means, services which meet all or any of the following criteria(s):

i. work in the competing business / product (e.g. Digital Business; Security; Customer Experience; Marketing etc.) or sector (e.g. Financial Services) in which I worked for the Company; where the

ii. nature of work remains the same (e.g. selling ITBS Services; Product Architect) and involves the same end clients or prospects, and is

iii. performed in the same geography / market where I provided services for the Company.

The Company reserves the right to unilaterally waive this restriction in full or in part at its discretion, the Employee hereby acknowledges and agrees to the same.

PRINCIPAL
Group of Institutions

P. Jaswanth

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India
www.hcltech.com
www.hcl.com

In case, the Company initiates separation by way of involuntary termination or redundancy, then this non-compete will not apply.

6. **General Provisions Regarding Covenants**

Extension of Covenants: If I breach any of my obligations of this Annexure, I understand and agree that the time periods of the obligations that I have breached shall be extended by the period of time of such breach.

Attachment Read, Understood and Fair: I have carefully read and considered the provisions of this Annexure and agree that all of the restrictions set forth are fair and reasonable and are reasonably required for the protection of the interests of the Company and enhancing its goodwill.

7. **Protection of Systems & Environment:** I agree that during the term of my employment or association with the Company, I shall render services, as directed, in an ethical & professional manner and in accordance with the work related Policies of the Company such as E-mail & Internet Usage Policy, Information Security Policy etc., and their modification from time to time. As a part of my job requirement, I may be required to, or would have access to Company's and Company customer's work and computer environment and, as such undertake not to incorporate into Company's and any customer deliverables, software, computer, network, data or other electronically stored information or computer program or system, any security device, program routine, device, code or instructions (including any code or instructions provided by third parties) or other undisclosed feature, including, without limitation, a time bomb, virus, software lock, drop-dead device, digital rights management tool (including without limitation so-called DRM root kits), malicious logic, worm, Trojan horse, trap door, or other routine, device, code or instructions with similar effect or intent, that may be capable of accessing, modifying, deleting, damaging, disabling, deactivating, interfering with, shutting down, or otherwise harming any software, computer, network, deliverables, data or other electronically stored information, or computer programs or systems,. I understand that any violation or likely violation hereof may expose the Company to enormous losses & damages, including without limitation claims from Company's customers and as such the Company will be entitled to recover all such monies from me.

8. **Remedies:** By virtue of the duties and responsibilities attendant with my engagement by the Company, I understand that great loss and irreparable damage would be suffered by the Company if I should breach any of the terms of this Annexure. I acknowledge that each such term is reasonably necessary to protect and preserve the interests of the Company. Therefore, in addition to all other remedies available to the Company at law or in equity, the Company shall be entitled to, without posting a bond, specific performance, a temporary restraining order and a permanent injunction to prevent a breach or the continuation of a breach of any of the terms of this Agreement.

9. **Representations:** I represent that my performance of all the terms of my employment agreement and this Annexure will not breach any confidentiality agreements prior to my employment by the Company. I have not entered into, and I agree I will not enter into, any oral or written Agreement in conflict with any of the provisions of the undertakings in this Annexure.

PRINCIPAL
Siddhartha Educational Academy
of Group of Institutions
Gollapalli, Tirupati-517 505

Signature of Employee:

HCL TECHNOLOGIES LTD.
Corporate Identification Number: L74140DL1991PLC046369
B-39, Sector 1, NOIDA 201 301, UP, India
T: +91 120 4024700, 3337000 F: +91 120 2425833
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi 110019, India
www.hcltech.com
www.hcl.com

10. Integration: I understand and agree that this Attachment is part of my integrated employment Agreement with the Company, and that the general provisions in the Agreement to which this is an attachment including, without limitation, those provisions concerning reformation and severability, shall be applied when interpreting this Annexure.

Accepted

P. Sravani

P Sravani .

August 19, 2022

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

P. Sravani
Signature of Employee:



G SIREESHA

51864957

BLOOD GROUP: O +VE

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems

March 15th, 2022

Dear **G.Rajashekar,**

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be **Trainee Recruiter.** You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be **March 31st, 2022.**

Below is a brief description of the responsibilities involved in the **Trainee Recruiter.** at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddhartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems
Applications . Consulting

7: General Rules & Regulations:

You will be governed by the various rules, regulations and service conditions that may be framed or amended by the company from time to time.

APPENDIX – 1

The details of your salary as follows
Training compensation for 3 months training period: INR 36,000/- (INR 12,000/ per month)
• 12 months after training period: INR 2,16,000/- (INR 18,000 per month + Bond for One year of work)

Please read this letter carefully and should the terms and conditions be acceptable to you then sign the duplicate copy as a token of your having understood and accepted these.

We welcome you to our pursuit of excellence and wish you a very rewarding and satisfying career with us.

We look forward to having you as a member of our team. Should you accept this offer, please sign and return this letter at your earliest convenience.

Sincerely,

Vani Avilala
HR Executive
Conflux Systems Inc
hr2@confluxsystems.com

G.Rajashekar Signature _____ Date _____

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

We hope you have a great learning experience with us and grow in the process of this role.

Thanking you.

Yours faithfully,
for Edupolis Technologies Pvt Ltd (Unschool)

EDUPOLIS TECHNOLOGIES PVT LTD HYD.

Rahul Varma
Co-Founder and CEO
Unschool.

Authorised Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: _____

Date: 19-2-22

Name: S.Avinash guru venkatesh

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

Ref. No: Atos Manual/2022

June 20, 2022

Ms. Sravani M
D/O: Sathya Reddy M,
4-24/1, Indira Nagar,
Madanapalli Road, Pileru, Piler,
Chittoor, Andhra Pradesh - 517214

Subject: Employment Letter

Dear **Sravani**,

We are pleased to inform that you have been selected for employment with us as **Associate Consultant (GCM Level – GCM 3)** under Operations Career Track. Your total emoluments are **Rs. 7,00,000/ -** per annum and are described in **Annexure A**.

You will be able to opt for Flexi Pay option to the extent of Basket of Allowance (BOA) amount. Flexi Pay covers various allowances inclusive of Leave Travel Allowance, Telephone reimbursement and Meal allowance etc. Option to avail flexi pay will be available on our payroll vendor portal, post your first payout effective your date of joining.

You may also be assigned and /or deputed to any other subsidiary / affiliated companies / divisions / location whenever the Company may deem fit.

You will also be paid Joining Bonus of **Rs. 50,000/-** payable 30 days after the date of joining along with your pay cycle. This amount is subject to your joining on or before June 22, 2022.

Your employment shall be confirmed effective from your date of joining the company.

Either party can terminate this employment agreement by providing a notice period of 90 days, to the other party. Payment of basic pay in lieu of such short notice to the other party will be at the sole discretion of the company.

For Company Initiated Relocation Request - In the event that you are required by Atos to relocate, Atos may reimburse the cost (or a proportion) of such relocation (the "Relocation Expenses"). The relocation reimbursement is subject to recovery as below, for more details you can refer to the HR policy:

a) Relocation reimbursement will be fully recovered in case of Voluntary separations within 12 months of joining.
b) Relocation reimbursement will be fully recovered in case of separations due to default from your end including but not limited to neglect of duties, misconduct/ misdemeanor or any other reason owing to breach of your employment agreement within 12 months of relocation.

This offer is subject to your satisfactory completion of background verification. Your retention in Company's employment will be subject to your continued medical fitness. Company reserves the right to ask you to undergo medical examination if and when considered necessary.

You are requested to confirm the receipt and acceptance of your offer in writing, within 3 Business days from the date of issue, failing which the offer extended to you, stands cancelled. You are hereby requested to report for duties at our **Chennai** Office on or before **June 22, 2022**.

Please return the acceptance copy (attached) after affixing your full signature in token of your formal acceptance of the terms and conditions of employment offered herein.

We take this opportunity to welcome you into Atos family, and look forward to a very fruitful association with you.

Yours sincerely

For **SYNTEL PRIVATE LTD.,**

Antony Kumar
Deputy General Manager

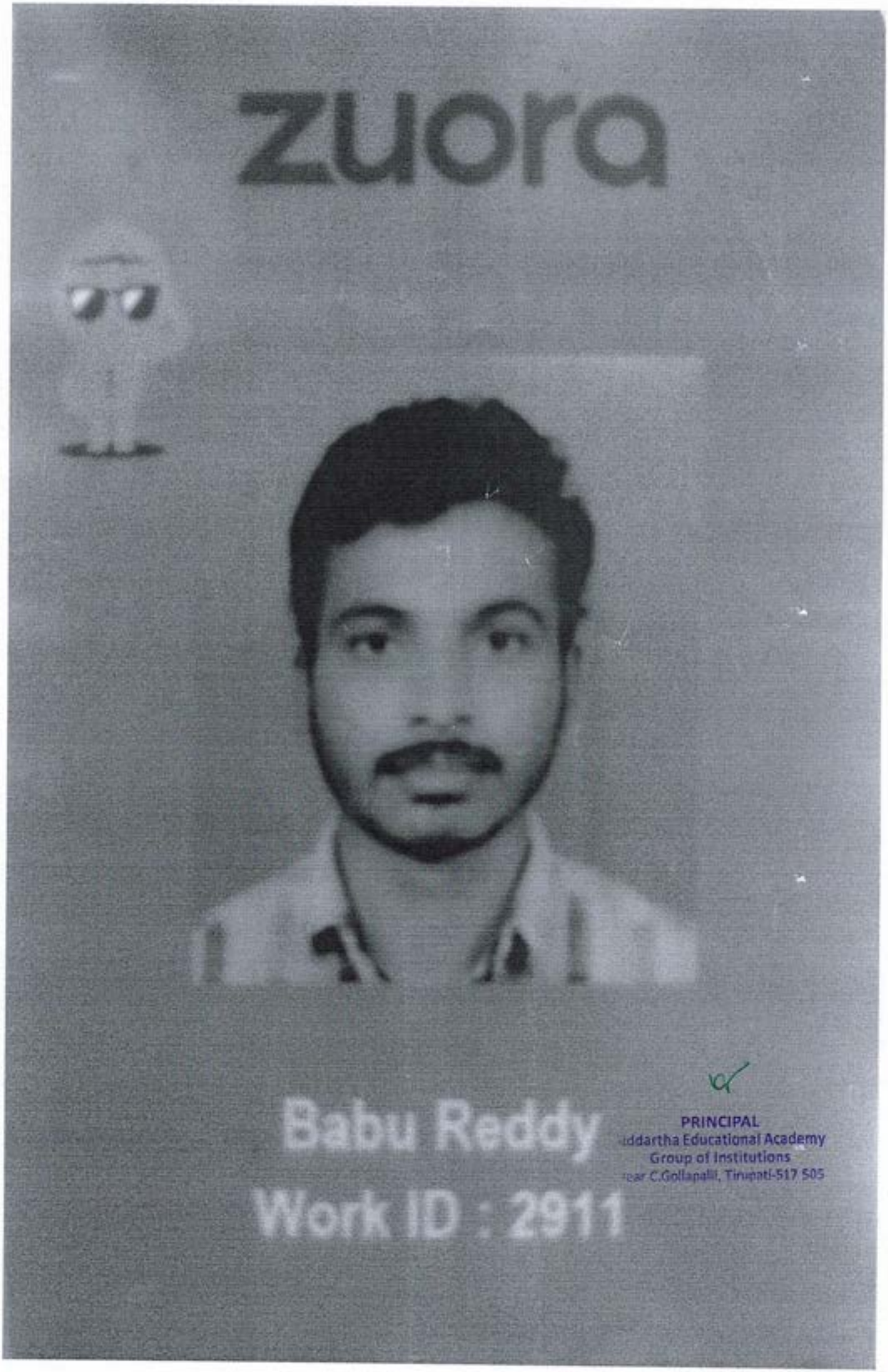
PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Encl: Annexure A

Terms and Conditions

I accept the offer on the stipulated terms and conditions and shall join Atos on _____

_____ Signature & Date


zuora
Babu Reddy
Work ID : 2911
PRINCIPAL
iddartha Educational Academy
Group of Institutions
ear C.Gollapalli, Tirupati-517 505


kyndryl
DASARA RAJU
LAKSHMI
PRINCIPAL
REDMI NOTE 10 PRO MAX
28/03/2024 12:47

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 6263406/1480508,

08/16/2022,
Manasa S.

1-151 Thondawada Chandragiri
Chittoor,
India.

Confidential

Dear Manasa S,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Aricent Technologies (Holdings) Limited ('Capgemini Engineering' or 'Company')** starting from **09/15/2022** (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be **Associate I/A4.**

B) You will be required to work at the Company's offices in CGE_Bangalore.

C) You have to report by 8:30 am at CGE_Bangalore office, for joining formalities and contact security at the main gate for your entry pass at:

Address
#18/1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Associate I

Total Cost to Company (CTC). Rs.400,010.00

Monthly Components	Per Month	Annualized
Basic	Rs.15,000.00	Rs.180,000.00
House Rent Allowance	Rs.9,000.00	Rs.108,000.00
Other Allowances and Reimbursements – 1 #	Rs.1,825.00	Rs.21,900.00
Other Allowances and Reimbursements – 2 +	Rs.774.00	Rs.9,288.00
Advance Statutory Bonus	Rs.3,149.00	Rs.37,788.00
Gross monthly salary	Rs.29,748.00	Rs.356,976.00
Statutory payments ++		
Company's contribution to PF *	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.10,224.00
Total Fixed Compensation		Rs.388,800.00
Total Cash Compensation		Rs.388,800.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs.11,210.00
Total Cost to Company		Rs. 400,010.00

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

EMPLOYMENT OFFER LETTER

Capgemini Ref: 6435673/1512625,

10/03/2022,
Nookala Deepa.

2/51, Chakala Veedhi, Pullampet Mandal, Kadapa district
Kadapa district, Andhra Pradesh
India.

Confidential

Dear Nookala Deepa,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with **Capgemini Technology Services India Limited ('Capgemini ' or 'Company')** starting from **11/10/2022** (or such other date as may be communicated to you by the Company), as per details given below.

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

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

C) You have to report by 9:00 am at **Bangalore** office, for joining formalities and contact security at the main gate for your entry pass at:

Address
164-165, EPIP Phase II,
EPIP Industrial Area,Whitefield, Bengaluru 560066

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 400,010.00 (Rupees Four Lakh And Ten Only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives/skill based allowance as applicable to you. The Company shall deduct tax at source and any other applicable taxes at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Analyst

Total Cost to Company (CTC).

Rs.400,010.00

Monthly Components	Per Month	Annualized
Basic	Rs.15,000.00	Rs.180,000.00
House Rent Allowance	Rs.9,000.00	Rs.108,000.00
Other Allowances and Reimbursements – 1 #	Rs.1,890.00	Rs.22,680.00
Other Allowances and Reimbursements – 2 +	Rs.839.00	Rs.10,068.00
Advance Statutory Bonus ++	Rs.3,149.00	Rs.37,788.00
Gross monthly salary	Rs.29,878.00	Rs.358,536.00
Capgemini's contribution to PF *	Rs.1,800.00	Rs.21,600.00
Gratuity (accrual only)		Rs.8,664.00
Total Fixed Compensation		Rs.388,800.00
Total Cash Compensation		Rs.388,800.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs.11,210.00
Total Cost to Company		Rs. 400,010.00

You need to choose any of the following optional instruments that are a part of the Other Allowance and Reimbursements - 1. Balance amount that is not claimed will be paid as Taxable on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 1	Annualized
Remote Working Allowance	19,800.00
Books and Journals	24,000.00
Professional Pursuit	180,000.00
Conveyance Allowance	63,600.00

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

+ You may choose any of the following optional instruments that are a part of the Other Allowances and Reimbursements - 2 to avail tax benefits. Balance amount that is not claimed will be paid as taxable personal allowance on monthly basis after withholding taxes.

Other Allowance & Reimbursements - 2	Annualized
Leave Travel Assistance	60,000.00
Meal Card	26,400.00
Vehicle & Driver Reimbursement	21,600.00

Notes:

1. The payroll processing will be as per Company policy notified from time to time.
2. Employees should decide on the Other Allowances and Reimbursements (OAAR) at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
3. For claiming tax benefit in case of admissible allowances and reimbursements (e.g. Leave Travel Assistance, Vehicle and Driver Reimbursement etc.), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
4. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.
5. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.

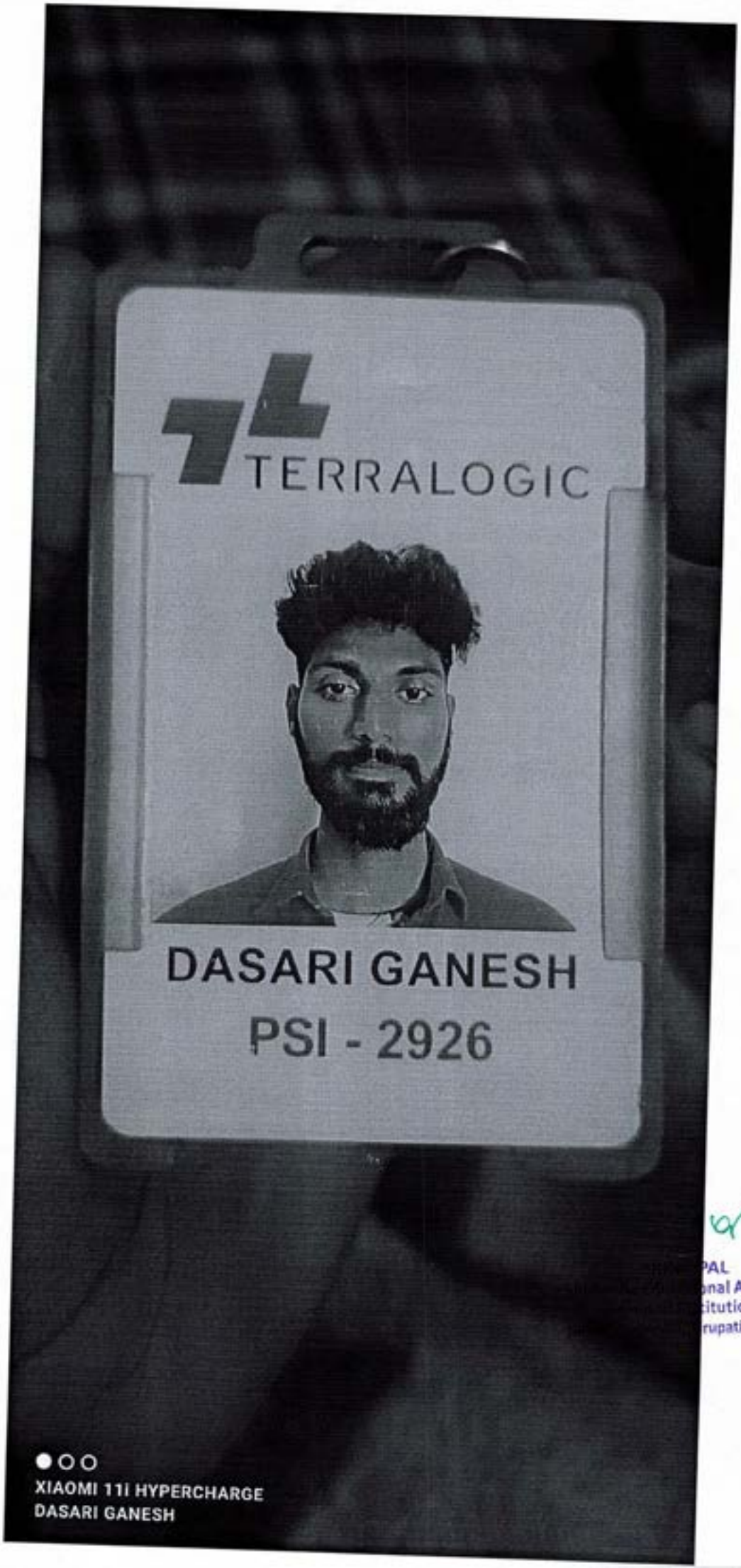
++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes / modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes/ modification to statutory payment.

* Employee's contribution towards PF will be made from the monthly salary as defined by Law. The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.

All components under Other Allowance and Reimbursement - 1 will be paid along with monthly salary. Tax benefit as per proof submission will be passed into tax liability calculation basis bills submission.

+ This is the maximum limit you are eligible for. You may choose any of the optional components under 'Other Allowance & Reimbursements -2' Nontaxable components (except Meal Card) would be paid based on a voluntary claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505



PAL
nal Academy
titutions
rupati-517 505

Continental

Date: 27th Jan 2022

Ref. No: Continental/TCI/2022/334/172858BR

Uday Kumar Chennuru
Bangalore

Offer Cum Appointment Letter

Dear Mr. **Uday Kumar Chennuru,**

This is with respect to your application and the subsequent interviews you had with us. We are pleased to extend an offer of employment with Continental Automotive Components (India) Private Limited, as per the below terms and conditions

Grade	: CG 8T
Designation	: Trainee (GET)
Work Location	: Bangalore
BU	: AMS VED

1. **Salary and Benefits**
   Your training duration will be for a period of one year. During this training period you will be paid with an annual compensation of **INR.5,00,000 /- pa**

   In addition to the above, you will be entitled to certain allowances/benefits as mentioned in the enclosed Annexure I. For details of allowances kindly refer Annexure II.

2. **Work Place**
   You are initially appointed to work in our Technical Center, Bangalore. However, you are liable to be transferred to any department or establishment forming part of the Company, or associate companies or business associate anywhere in India or overseas, temporarily or permanently.

3. **Service Agreement**
   This employment offer is based on your consent to stay in service of Continental for a minimum period of 3 years, considering the substantial efforts management is offering to invest in you for your GYT program and beyond. Therefore, as a Graduate Engineer Trainee, you are required to sign a Service Agreement for 3 years with us on the date of joining. The details of the same have already been communicated to you.

4. **Working hours**
   You will be governed by the working hours prevailing in the establishment in which you work. You will be notified of your actual duty timings from time to time. You may also be required to work in shifts as and when considered necessary by the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Continental Automotive Components (India) Private Limited
Technical Center India,Sattva South Gate Tech Park,
Plot No 01,Veerasandra Industrial Area,Sy No. 17, 18, 19 & 20
Hosur Main Road,Attibele Hobli,Anekal Taluk
Bangalore 560 100

Phone +91 80 6679 1300
Corporate Identity No.U72900KA2007PTC043148
www.continental-corporation.com

Regd. Office Plot No.53B, Bommasandra Industrial Area, Hosur Road, Attibele Hobli, Anekal Taluk,Bangalore -560099, India

Continental

Uday Kumar Chennuru

Pers.-No. 40013999

Bangalore Tech



PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505


LTIMindtree
LTIMindtree
EMPLOYEE
LTIMindtree
K Chandana
PRINCIPAL

Offer: Computer Consultancy
Ref: TCSL/DT20218323527/Chennai
Date: 18/12/2021

Mr. Sudharsan Reddy Gajulapalle
4/160Tekur,
Tekur,
Porumamilla-516505,
Andhra Pradesh.
Tel# -

Dear Sudharsan Reddy Gajulapalle,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Speakline: 1800 209 3111 Email: careers@tcs.com

Cognizant

26-Aug-2021

Dear **Pandilipalli Lahari,**
B.Tech, Electronics & Communication Engineering
Siddhartha Educational Academy Group of Institutions, Tirupati

Candidate ID – 17786964

Thank you for exploring career opportunities with **Cognizant Technology Solutions India Private Limited ("Cognizant")**.You have successfully cleared our initial selection process and we are pleased to make you an offer of employment. This offer is based on your profile and performance in the selection process.

You have been selected for the position of **Programmer Analyst Trainee**

During your probation period of 12 months, which includes your training program, you will be entitled to an Annual Total Remuneration (ATR) of INR **401,988/-**. This includes an annual target incentive of INR **22,500 /-** as well as Cognizant's contribution of INR **19,500/-** towards benefits such as Medical, Accident and Life Insurance. The incentive amount may vary, depending on Cognizant's performance and your performance. The other details about your compensation are detailed in **Compensation and Benefits**. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your Annual Total Remuneration (ATR) would stand revised to INR Rs. **450,500/-**. This includes an annual target incentive of INR **22,500/-** as well as Cognizant's contribution towards benefits such as Medical, Accident and Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment as presented in **Employment Agreement**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Please note:

1. This appointment is subject to satisfactory background verification including professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for 3 months and hence you are expected to accept or decline the offer through the company's online portal within this time-period. In case we do not receive any response from you within this time-period, this Offer shall stand withdrawn and will be considered as void. Any extension to the offer validity will be at the sole discretion of Cognizant

2. Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

3. Prior to joining Cognizant, you must successfully complete the prescribed Internship or Continuous Skill Development (CSD) program as detailed below:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Renigunta, Tirupati-517 505

At Cognizant, we invest in skill and capability development of our campus selects even before they join us. This is through Cognizant Internship and Continuous Skill Development (CSD) program. These programs focuses primarily on technical skills development. You could enroll in either of these as per your college processes while in the final semester and continue with skill building until you join Cognizant. This forms a critical part of your employment with Cognizant. Your onboarding with Cognizant would be prioritized

Sign: P. Lahari

unschool

EMPLOYMENT AGREEMENT

This EMPLOYMENT Agreement (this "**Agreement**") is made and executed on this **18th February 2022** at Hyderabad (hereinafter referred to as the "**Effective Date**").

By And Between

Edupolis Technologies Private Limited, a company incorporated under the Companies Act, 2013 having CIN U72900TG2019PTC133380 and its registered office at Unschool, 2nd Floor, SNP Towers, 2nd Floor JANARDHANA HILLS SERILINGAMPALLY, Gachibowli, Hyderabad, Telangana 500032, India, represented by one of its director Mr. Rahul Varma ("Company" or "Employer" which expression shall, where the context so admits, include its heirs, successors, executors and permitted assigns);

And

P Sumritha Naidu, S/D/O **Podalakuru Suresh Kumar** aged about **20** years and presently residing at **7/258,Karnala Street ,Gudur 524101.** hereinafter referred to as the "Employee", which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include his heirs, executors, administrators, permitted assigns and legal representatives).

WHEREAS:

A. In connection with the offer letter given by the Company dated **14th March 2022**, the Company desires to employ the Employee and the Employee accepts the employment of the Company.

B. In order to more clearly define the relationship between the Company and Employee, the Company and Employee desire to execute this Agreement; and

C. The Company's engagement and continual employment of the Employee is conditioned upon the Employee's express acceptance of and adherence to the terms set forth in this Agreement.

The Company and the Employee shall hereinafter be collectively referred to as "**Parties**" and individually as "**Party**".

Words of

any gender are deemed to include those of the other gender such as "he" include "she".

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED AND OF THE MUTUAL BENEFITS HEREIN PROVIDED, THE COMPANY AND THE EMPLOYEE AGREE AS FOLLOWS:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

1. **Definitions:**

1.1 "**Affiliate**" shall mean a Person that directly or indirectly through one or more intermediaries' controls, or is controlled by, or is under common control with, a specified Person, provided that, in respect of an Employee, Affiliates shall include his relative (as is such term defined in the Companies Act, 2013). For purposes of this definition, "control" means the possession, directly or indirectly, of the power to elect more than 50% of the governing board of such Person or to direct to cause the direction of the management and policies of the Person, whether through ownership of voting securities, partnership or limited liability interests, non-profit membership, contract or otherwise.

1.2 "**Business**" shall mean and include (i) e-learning platform for students (iii) and such other business as the Company may start in the ordinary course of business;

1.3 "**Business Days**Δ shall mean days other than, Sunday and public holidays in Hyderabad;

1.4 "**Control**" shall mean, with respect to any Person: (i) the ownership of more than 50% (fifty percent) of the equity shares or other voting securities of such Person, (ii) the possession of the power to direct the management and policies of such Person, or (iii) the power to appoint a majority of the directors, managers, partners or other individuals exercising similar authority with respect to such Person by virtue of ownership of voting securities or management or contract or in any other manner, whether directly or indirectly, including through one or more other Persons; and the term "**Common Control**" and "**Controlled by**" shall be construed accordingly;

1.5 "**Non-Compete Period**" shall means the period commencing on from the Effective Date and expiring after 12 (twelve) months from the termination of employment of the Employee in terms of this Agreement;

1.6 "**Non-Competing Business**" shall mean and include any business which does not compete, either directly or indirectly, with the Business or any other business as conducted / engaged by the Company, its Subsidiaries and Affiliates, from time to time.

1.7 "**Person**" shall means an individual, an association, a corporation, a partnership, a joint venture, a trust, an unincorporated organization, a joint stock company or other entity or organization, including a government or political subdivision, or an agency or instrumentality thereof and/or any other legal entity;

1.8 "**Subsidiary**" shall have the meaning given to it under the Companies Act, 2013;

1.9 "**The standard working hours**" for the Employee will be 11:30 AM to 8:30 PM, 5-6 days in a week. In view of the Employee's position in the Company, the Employee shall effectively perform to ensure results and will be expected to work beyond the standard working hours to achieve the results, whenever the job so requires. Additionally, the Company may implement staggered work shifts, in rare cases of necessity. In such an event, the Employee shall abide by the change in the standard working hours as may be notified by the Company to accommodate such staggered shifts.

2. **Duties and Functions.**

2.1 Upon the commencement of this Agreement, the Employee shall occupy the position and perform the duties of **Operations Executive** of the Company. The Employee shall fulfill such general duties and responsibilities as are consistent with such position and as are assigned to him from time to time by the Company. Further, the Employee shall perform his duties and functions in such a manner as to achieve the goals set by the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

2.2 The Employee agrees that he shall be posted at **Telangana, Hyderabad**. However, during employment with the Company, the Employee may be posted/ transferred at any place in India to any of the offices of the Company or Affiliates either existing or to be set up, without any additional remuneration at the sole discretion of the management of the Company.

2.3 The Employee shall devote all his business time, attention and energies to the Business.

2.4 The Employee agrees that he will, at all times, while performing services for the Company, devote his reasonable best efforts, skill and ability and shall perform his responsibilities in a competent and professional manner.

2.5 The Employee further agrees that during the term of this Agreement, he shall not render commercial or professional services of whatsoever nature to any person or organization, whether or not, for pecuniary gain.

2.6 The Employee agrees and undertakes that during the term of this Agreement, he shall not hold any position (whether directly or indirectly, for profit or not) in any company, organization, entities, partnership and/or joint venture without the prior written consent of the Company.

2.7 The Employee agrees to abide by the rules, regulations, human resource manual, stock option scheme, personnel policies and other policies of the Company and any change thereof which may be adopted by the Company from time to time ("**HR Manual**").

3. Compensation and Benefits.

3.1 The Employee shall be entitled to the following compensations and benefits as given below:

3.1.1 **Remuneration:** The Employee shall be entitled to the remuneration as set out in detail in **SCHEDULE 1** annexed hereto.

3.2 **Reimbursement of Expenses**. Upon presentation of supporting documentation as may be reasonably satisfactory to the Company, the Company may as per the its policies, reimburse all business-related expenses incurred by the Employee in the performance of his duties hereunder, including, without limitation, those incurred in connection with business-related travel, boarding and lodging, telecommunications and entertainment in accordance with Company's policy in this regard.

3.3 **Withholding & Taxation**. The Remuneration (cost-to-company) paid to the Employee hereunder shall be subject to applicable taxes and the Company may withhold therefrom any amounts as are required to be withheld pursuant to applicable Law. Any tax liability arising in respect of payments made pursuant to the Agreement or income earned by the Employee while the Agreement is in effect shall be borne solely by the Employee. The Company shall only be responsible for withholding taxes from the payments made to the Employee pursuant to the Agreement and payment thereof to the credit of the government in accordance with the Income Tax Act, 1961.

3.4 **Leaves and benefits**: Subject to the applicable laws, the Employee shall be eligible for certain leaves such as casual leaves, sick leaves etc. The terms and conditions for such leaves is governed by the HR Manual of the Company and the Company reserves the right to modify the terms of such HR Manual without any consent of the Employee.

3.5 **Relocation Reimbursement Benefits**: Company shall reimburse as per norms for the expenses he/she and his/her family incur in relocating to the metropolitan area as required by the job in accordance with Company's Relocation Plan and/or as otherwise agreed by Company. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Relocation Reimbursement done by the company.

3.6 **Joining Bonus Benefits:** If employee shall be entitled to receive a joining bonus, the Joining Bonus will be paid no later than 30 days following the Joining Date. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Joining Bonus.

4. Term of the Agreement.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

4.1. The Parties acknowledge that Employee's employment with the Company commenced on Effective Date and agree that it will continue unless terminated by either Party in accordance with the provisions of this Agreement ("**Term**"); Provided, however, that the employee agrees to serve the company for a minimum period of **6 months** from the effective date.

5. Termination of the Agreement.

5.1: Termination by Company for Cause;

5.1.1.The term "**Cause**" shall include;

a) Unauthorized leaves taken from the Company;
b) a material act of dishonesty, or fraud or other willful misconduct by the Employee that is detrimental to the pecuniary interests, reputation or goodwill of the Company, its Subsidiaries and Affiliates;
c) the Employee's consistent failure to reasonably render the services and perform his duties or breach of any material obligation as provided in this Agreement, which is not cured within 30 (thirty) days following the Employees receipt of written notice (include written letter or electronic mail) thereof in that behalf from the Company;
d) unethical business conduct in violation of the policies of the Company or any anti-corruption laws as applicable in India;
e) breach of any material statutory duty relevant to his role that, if capable of being cured and provided that such breach does not have a material adverse effect on the Company, has not been cured within 30 (thirty) days of the date of notice of such breach;
f) unauthorized material disclosure of any Confidential Information of the Company, its Subsidiaries and Affiliates; and
g) Conviction for any criminal offence.

5.1.2.The Company shall be entitled to terminate the services of the Employee for Cause immediately, without serving any notice period to Employee. Further the Company shall not give any severance package or monetary compensation to the Employee upon termination of Employment under Clause 5.1.

5.2. **Termination for Employee's Disability.** After the completion of training Period, if in the sole opinion of the Company, the Employee is unable to carry out the responsibilities and functions of the position held by Employee by reason of any physical or mental impairment for more than 30 (thirty) consecutive days or more than 90 (ninety) days in any twelve-month period, then, the Company may terminate Employee's services, subject to applicable law.

5.3. **Resignation by Employee.** Subject to applicable law and after the completion of Minimum Term, the Employee may, at his option, terminate this Agreement by serving the Company with prior 45 (Forty-Five) days written notice ("**Notice Period**") of his resignation from the Company. Parties understand the following:-

5.3.1. the Employee may request the Company to reduce the term of Notice Period and the Company may accept such request. Upon the occurrence of this event, mentioned in clause 5.3.1., the Company at no cost accept such request of the Employee;
5.3.2. the Company at its own discretion may also waive off term of Notice Period and compensate the Employee with such amount as it may deem fit.

5.4. **Termination due to Abscond of Employee:** Subject to the applicable law, if the Employee is absent from the office for a period of 3 days such employee shall be referred as Absconded Employee. The Company at its sole discretion terminates the employment of the Absconded Employee by serving notice to such Employee.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

completion of training Period, the Company owing to the non-performance Employee, at its option, [illegible] termination from the Company.

6. **Effective Date of Termination.** Notwithstanding anything in this Agreement, the termination of the Employee's services pursuant to this Agreement shall be effective:

6.1. 30 (thirty) days after the Company delivers to the Employee written notice of his termination by reason of the Employee's having become disabled as per Clause 5.2 above;

6.2. immediately upon the delivery of written notice to the Employee by the Company of his termination with Cause as per Clause 5.1;

6.3. the last working day of the Employee, where Employee delivers to the Company written notice of his resignation in accordance only with Clause 5.3 above. The Employee agrees that during such notice period Employee shall continue to perform his regular duties and will assist the Company. Further the Employee shall be relieved from his duties only after he hands over the Company's property and comply with the terms of full and final settlement policy.

6.4. the date mentioned in the termination notice issued by the Company, with respect to event occurred as per Clause 5.4 and 5.5 above.

7. **Effect of Termination**

7.1. **Effect of termination before the expiry of training Period:** If the employment of the Employees is terminated by the Company before the expiry of the training Period, the Employee shall receive only unpaid salary with respect to the number of days worked by the Employee. For the purpose of clarification, the Company shall not give severance package/salary to the Employee.

7.2. **Effect of termination before the expiry of Minimum Term**: If the Employee violates the Clause 4.1 of this Agreement i.e., Employee terminates this Agreement before the completion of Minimum Term, Employees agrees for the following:-

7.2.1 Shall pay a cost of training of INR **60,000/-** immediately; and
7.2.2 the Employee shall finish all the exit formalities as per the human resources policies/manual of the Company. The Company shall upon receipt of payment of Liquidated Damages, shall relieve the Employee from the duties, within 30 days from the date of payment of Liquidated Damages.

It is hereby clarified that, in the event, if the Employee fails to comply with the conditions mentioned in clause 7.2.1., and 7.2.1., he shall be known as bad leaver (**"Bad Leaver"**) the Company shall have a right to receive from the Employee such Liquidated Damages and unliquidated damages, as it may deem fit. Notwithstanding anything contained in this Agreement, upon an Employee becoming a Bad Leaver (including where the Employee's services are terminated for Cause), the Company shall be entitled to all remedies that may be available to it under applicable law.

7.3. **Effect of termination due to Absconding:** If the Employee is absconded, as stipulated under Clause 5.5 of this Agreement, the Company shall have a right to receive from the Employee such damages, as it may deem fit. Notwithstanding anything contained in this Agreement, the Company shall be entitled to all remedies that may be available to it under applicable law

8. **Non-Disclosure of Confidential or Proprietary Information.**

8.1. The Employee acknowledges that during the course of rendering services and performing his other duties under this Agreement, he will have and / or has had access to information about the Company and / or its Affiliates or otherwise in its possession and that his services with the Company shall bring

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

him into close contact with many confidential affairs of the Company and / or its Affiliates, including without limitation, information regarding the following:

8.1.1. management methods and operating techniques;
8.1.2. sales, advertising and marketing methods;
8.1.3. business and training techniques, manuals and procedures;
8.1.4. information regarding customers and products;
8.1.5. information regarding employees and personnel;
8.1.6. hardware systems and software programs;
8.1.7. trade secrets, business strategies, copyrights, designs, test methods, software and such other intellectual properties; and
8.1.8. information relating to the prior, current or contemplated products or services offered and information that the Employee has a reasonable basis to believe was accepted by the Company and / or Affiliates from any third party under obligations of confidentiality (collectively, the "**Confidential Information**").

8.2. In recognition of the foregoing, during and after the termination of this Agreement (regardless of the reason for any such termination) and until such time as the Confidential Information is generally published or is available to the general public other than through the Employee's unauthorized disclosure, the Employee shall not, without the prior written consent of the Company, disclose or use or make available for anyone to use (except in the course of rendering his services, or in furtherance of the business of the Company and Affiliates and as authorized in writing by the Company) any Confidential Information.

8.3. All documents, records, data, apparatus, equipment and physical property pertaining to the Company and / or its Affiliates, whether or not pertaining to Confidential Information, which are furnished to the Employee by the Company and/or its Affiliates or are produced by the Employee in connection with the rendering of services by the Employee hereunder will be and remain the sole property of the Company or the respective Affiliates (as the case may be).

8.4. The Employee will return to the Company or to the relevant Affiliate, all such materials and property, including any material or medium from which any Confidential Information may be ascertained or derived, as and when requested by the Company or the relevant Affiliate. In any event, the Employee will return all such materials and property immediately upon the termination of the Employee's services for any reason, as provided in this Agreement. The Employee will not retain any such material or property or any copies, compilations or analyses thereof after such termination.

9. **Intellectual Property Rights.**

9.1. All rights, title and interest in any intellectual property arising out of or in connection with the rendering of services by the Employee hereunder, including without limitation any copyrights, rights to derivative works, trade secrets, software, technologies, patents and any other intellectual property rights, created or conceived (including, but not limited to, any tools, designs or methodologies) during the employment of the Company under this Agreement whether or not in the Company's premises or using the Company's property or other proprietary rights therein, shall be considered as work for hire and shall be the absolute property of the Company ("Work for hire"). The Employee hereby, without further consideration, perpetually and irrevocably transfers, assigns and conveys all right, title and interest to such property (including, but not limited to, any moral rights) worldwide that the Employee may have or be entitled to under any law or equity whatsoever to the Company. To the maximum extent permitted by applicable law, the Company's rights herein associated with any such assignment shall not lapse for any reason whatsoever (other than as expressly agreed to by the Company), including but not limited to non-usage and / or non-enforcement of such right. At the Company's request, the Employee shall cooperate with the Company in completing any filings and processes, to perfect the Company's (or it's designates') ownership in intellectual property rights hereunder.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

9.2. This Clause 9 is subject to, and shall not be deemed to limit, restrict, or constitute a waiver by the Company of any rights of ownership to which the Company may be entitled to by operation of law by virtue of the Company or any of its affiliates being provided the services by the Employee in the manner contemplated by this Agreement.

10. **Non-Competition Restrictions and Non-Solicitation Restrictions.**

10.1. The Employee undertakes that without prejudice to any other duty implied by law, he shall not, either directly or through his Affiliates, during the Non-Compete Period, either personally or through an agent, company or through a partnership or as a shareholder of a private company or a public unlisted company, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or in any other manner whatsoever, whether for profit or otherwise:

10.1.1. be concerned or interested in any business in any manner whatsoever that directly or indirectly competes with the Business or any business in which the Company engages or plans to engage in at the time of termination of the employment of the Employee (**"Competing Business"**);

10.1.2. be concerned in any business in any manner whatsoever that directly or indirectly competes with the business in which such Employee is materially involved as an employee of the Company after the Effective Date;

10.1.3. except on behalf of the Company, canvas or solicit business or customers for services similar to those being provided by the Company from any Person who is a customer of the Company;

10.1.4. induce or attempt to induce any customer/client of the Company to cease to be a customer/client, or to restrict or vary the terms of the contract to, the Company or otherwise interfere with the relationship between such a customer/client and the Company (save and except actions taken during the course of his employment with the Company in exercise of his power and authority as an employee of the Company and in, what he reasonably believes to be, in the interest of the Company);

10.1.5. he shall not, directly or indirectly, including by assisting others, solicit, recruit, induce or attempt to persuade (a) any Person then engaged by the Company as an employee, officer or director or so engaged within the preceding 12 month(s) period (**"Existing Employee"**) to leave the employment of the Company; or (b) encourage any consultant, vendor or customer to reduce the quantum of business they do with the Company. It is clarified that the Employee shall be deemed to have breached and failed to comply with the provisions of this Clause 10.1.4 if the Employee directly or indirectly as an officer or director of another organization or otherwise, employ, engage or retain, an Existing Employee, if such employment or engagement arose on account of any act of the Employee.

10.2. The Parties recognize that the foregoing covenants in this Clause 10 and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of the Company, and agree that such limitations are reasonable with respect to the business of the Company.

10.3. The Employee acknowledges and agrees that the compensation paid to him under this Agreement (as set out in Clause 3 above) along with the mutual agreements, covenants, representations and warranties set forth in the this Agreement is adequate consideration for the non-compete covenants contained in this Agreement and that the restrictions contained in this clause are considered reasonable for the legitimate protection of the Business and goodwill of the Company. However, in the event that such restriction shall be found to be void, but would be valid if some part thereof was deleted

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

or the scope, period or area of application were reduced, the above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid and effective.

10.4. The Employee acknowledges and agrees that the covenants and obligations with respect to non-competition and non-solicitation as set forth above shall not be construed to be a restraint of trade against the Employee and relate to special, unique and extraordinary matters, and that a violation of any of the terms of such covenants and obligations will cause the Company, irreparable injury. Each of such covenants contained in this Clause shall be construed as a separate covenant and if, in any judicial proceeding, a court shall refuse to enforce any of the separate covenants of this clause, then such covenant shall be deemed included herein only to the extent enforceable as permitted under the applicable Laws for the purpose of such proceeding or any other judicial proceeding to the extent necessary to permit the remaining covenants to be enforced.

11. **Warranties:**

11.1. Employee confirms and warrants that;

a) he has carefully read and fully understands all the provisions of this Agreement.

b) he has not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime (other than minor traffic offences), and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or threatened against him.

c) he has not been the subject of any adverse court judgment which threatens his solvency or substantially compromises his financial security.

d) by entering into this Agreement or performing any of the obligations under it, he will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on him. The Employee further undertakes to indemnify the Company against any such claims, costs, damages, liabilities or expenses which the Company may incur if he is in breach of any such obligations.

e) in the performance of his obligations, the Employee will not utilize or make available to the Company or any of its Subsidiaries/Affiliates any Confidential Information of any third party or violate any obligation with respect to such information.

f) he has never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

11.2. This employment is on the basis that the information submitted by the Employee is complete and correct. The Employee agrees and acknowledges that if it is found that the information submitted is false or incomplete or that the Employee has concealed / suppressed certain material information which detrimentally impacts the Company, the Company may terminate employment without providing any notice or pay in lieu thereof in addition to other remedies available to the Company against the Employee under this Agreement and law.

12. **Void or Unenforceable Restrictions.** If any restriction or undertaking is found by any court or other competent authority to be void or unenforceable, the Parties shall negotiate in good faith to

Group of Institutions
Near C.Gollapalli, Tirupati-517 505

replace such void or unenforceable restriction or undertaking with a valid provision which, as far as possible, has the same legal and commercial effect as that which it replaces.

13. **Breach.** If any breach or violation of the provisions, covenants warranties, the Employee agrees that damages alone are likely not to be sufficient compensation and that injunctive relief is reasonable and is likely to be essential to safeguard the interests of Company and that injunctive relief (in addition to any other remedies afforded by a court of equity) may (subject to the discretion of the courts) be obtained. No waiver of any breach or violation shall be implied from forbearance or failure by the Company to take action.

14. **Indemnities.** The Employee, at all times during the course of his employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company actually suffers or incurs as a direct result of acts or omissions of the Employee during the course of employment.

15. **Deductions.** The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any outstanding loans, advances or overpayments.

16. **Entire Agreement; Termination of Prior Agreements.** This Agreement and the agreements and documents referred to herein contain the entire understanding of the Employee and the Company with respect to the services to be rendered by the Employee to the Company and supersede any and all prior understandings, written or oral, between the Employee and the Company and between the Employee and any Affiliate or predecessor of the Company. Any such prior understandings or agreements are hereby terminated and are of no further force and effect. This Agreement may not be amended, waived, discharged or terminated orally, but only by an instrument in writing, specifically identified as an amendment to this Agreement, and signed by the Employee and a duly authorized officer of the Company. By entering into this Agreement, the Employee certifies and acknowledges that he has carefully read all of the provisions of this Agreement and the rules and regulations of the Company and that he voluntarily and knowingly enters into this Agreement.

17. **Severability.** If any provision of this Agreement or the application thereof to any Person or circumstance shall be invalid or unenforceable to any extent for any reason including by reason of any law or regulation or government policy or any amendment thereof, the remainder of this Agreement and the application of such provision to Persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision, which is valid and enforceable and most nearly reflects the original intent of the unenforceable provision.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Republic of India without regard to applicable conflicts of laws principles. The courts in Hyderabad shall have the exclusive jurisdiction in relation to all matters arising out of this Agreement.

19. **Notices.**

Any notice or other communication hereunder must be given in writing and either (a) delivered in person; (b) transmitted by facsimile, provided that any notice so given is also mailed as provided in clause (c); or (c) mailed, postage prepaid, as follows:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Company	Sai Rahul Varma G CEO & Director Edupolis Technologies Private Limited, Address: Unschool, 2nd floor, SNP Towers, 2nd Floor JANARDHANA HILLS SERILINGAMPALLY, Gachibowli, Hyderabad, Telangana 500032. Email: rahul@unschool.in
Employee	Name: **P Sumritha Naidu** Address: - 7/258,Karnala Street ,Gudur 524101 Email: sumritha2001@gmail.com Mobile: 8639926178

or to such other address or to such other Person as any Party shall have last designated by such notice to the other Parties. Each such notice or other communication shall be effective (i) if given by mail, three days after such communication is deposited in the mail with first class postage prepaid, addressed as aforesaid, (ii) if given by facsimile, when transmitted to the applicable number so specified in (or pursuant to) this Clause 19 provided that appropriate confirmation of receipt is generated by the facsimile and a duplicate copy is mailed, postage prepaid, or (iii) sent by electronic mail or if given by any other means, when actually delivered at such address.

20. Miscellaneous.

20.1 No delay or omission by the Company or the Employee in exercising any right under this Agreement shall operate as a waiver of that or any other right. A waiver or consent given by the Company or the Employee on any one occasion shall be effective only in that instance and shall not be construed as a bar or waiver of any right on any other occasion.

20.2 This Agreement may be modified or amended only by an instrument in writing executed by the Parties hereto and approved in writing by a duly authorized officer of the Company. The Parties hereto agree that in no event shall an oral modification of this Agreement be enforceable or valid.

20.3 The captions of the Clauses of this Agreement are for convenience of reference only and in no way define, limit or affect the scope or substance of any section of this Agreement.

20.4 The Employee has been provided with an opportunity to consult with the Employee's own counsel with respect to this Agreement.

20.5 Notwithstanding anything to the contrary contained elsewhere, the Company shall be entitled at all times to set off any amount owing at any time from the Employee against any amount payable at any time by the Company to the Employee pursuant to this Agreement.

20.6 The requirements and covenants of Clauses 8 (*Non-Disclosure of Confidential or Proprietary Information*), 9 (*Intellectual Property Rights*), 10 (*Non-Competition Restrictions and Non-Solicitation Restrictions*), 14 (*Indemnities*), 17 (*Severability*), 18 (*Governing Law*), 18 (*Dispute Resolution*), and 20 (*Miscellaneous*) and such other clauses which by their nature survive termination, shall survive and continue in full force and effect after the termination of this Agreement.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

21. Internship Period.

21.1 The internship period will be for the 1st 3 months.

21.2 Salary for the Internship period i.e. for 1st 3 months will be **INR 9500.**

21.3 Salary for the training period i.e. 1st month will be held as training cost and released along with the 2nd month salary to the **Employee.**

22. Full time Employment.

22.1 The full time employment will start from the 4th Month.

IN WITNESS WHEREOF, EACH OF THE PARTIES HERETO HAS CAUSED THIS AGREEMENT TO BE DULY EXECUTED AND DELIVERED UNDER SEAL, BY ITS AUTHORIZED OFFICERS OR INDIVIDUALLY, AS OF THE DATE FIRST ABOVE WRITTEN.

EMPLOYEE:	COMPANY:
Name: P Sumritha Naidu 	 Name: Rahul Varma Title: CEO, Edupolis Technologies Pvt. Ltd.(Unschool)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SCHEDULE 1

Remuneration breakup

- During the 1st 3 months, the employee is paid a base stipend of 9500 INR and up to 30,000 INR based on performance.

- Refer below for the split-up of the salary structure for the full-time role (after the internship period) at Edupolis Technologies Pvt Ltd. (Unschool).

Annexure

Automatic CTC Structure		
Particulars	**Monthly**	**Annual**
Basic Salary	6,000	72,000
House Rent Allowance	2,400	28,800
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	263	3,156
Gross Salary	**10,663**	**1,27,956**
Provident Fund	992	11,904
ESIC	347	4,164
Gross Salary FIX	**12,002**	**1,44,024**
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	**12,002**	**1,44,024**
ESI Employee	**80**	**961**
PF Employee	**992**	
Professional Tax	-	
Take Home	**9,591**	

(* Subject to TDS deduction)

-Your CTC is Rs 1,44,024/-per annum as the fixed portion and +30,000 INR per month performance-based incentives for the operating year 2021-22 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

- Refer below for the split-up of the salary structure after completion of 6 months as an New Designation at Edupolis Technologies Pvt Ltd. (Unschool).

Name	DOJ	Designation
P Sumritha Naidu	14th March 2022	Operations Executive

Automatic CTC Structure		
Particulars	**Monthly**	**Annual**
Basic Salary	12,500	1,50,000
House Rent Allowance	5,000	60,000
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	3,700	44,400
Gross Salary	23,200	2,78,400
Provident Fund	1,800	21,600
ESIC	-	-
Gross Salary FIX	25,000	3,00,000
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	25,000	3,00,000
ESI Employee	-	-
PF Employee	1,800	
Professional Tax	200	
Take Home	21,200	

(* Subject to TDS deduction)

-Your CTC is Rs 3,00,000/-per annum as the fixed portion and 2LPA performance-based incentives for the operating year 2021-22 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

We hope you have a great learning experience with us and grow in the process of this role.

Thanking you.

Yours faithfully,
for Edupolis Technologies Pvt Ltd (Unschool)

EDUPOLIS TECHNOLOGIES PVT LTD HYD.

Rahul Varma
Co-Founder and CEO
Unschool.

Authorised Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: _____

Date: 18/02/2022

Name: P.Sumritha Naidu

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Capgemini

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

Superset ID: 2315119

Letter of Intent ("LOI")

Dear VEERAMALLAIAH GEYASRI,

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

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

Upon joining Capgemini,

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

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

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

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

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 2315119**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 2315119**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 2315119**

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

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE 1

VEERAMALLAIAH GEYASRI
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

Capgemini

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

Superset ID: 1432125

Letter of Intent ("LOI")

Dear Somasekhar Kamasani,

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

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

ANNEXURE 1

Somasekhar Kamasani
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505



Capgemini

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

Superset ID: 1751317

Letter of Intent ("LOI")

Dear P ,

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

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

Upon joining Capgemini,

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

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

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

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

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1751317**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1751317**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1751317**

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

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Tirupati-517 505

Capgemini

Capgemini Technology Services India Limited
(Formerly known as IGATE Global Solutions Limited)
IT 1, IT 2, Airoli MIDC, Thane - Belapur Road,
Navi Mumbai 400706, Maharashtra, India.
Tel: +91 22 7144 4283 | Fax: +91 22 7141 2121
www.capgemini.com/in-en

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

Superset ID: 1755933

Letter of Intent ("LOI")

Dear Manvitha Kattamanchi,

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

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

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



PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505



Gmail

Vinay M <mogaralavina

Capgemini congratulates you on your selection and presents you our Letter

2 messages

Capgemini via Superset <notifications@email.joinsuperset.com> Tue, Ma
To: mogaralavinay498@gmail.com





Most Ethical Company - Eight times in a row



We're highly- rated on Glassdoor



Capgemini Research Institute ranked #1



Our gender balance initiatives



Our global client stories

Dear Chigurupathi chandini priya,

At Capgemini, we work with the world's leading brands to enhance and transform the way they do business. We do this with passion. And we do this by applying the human touch to business and technology. In fact, passionate people are Capgemini's ace of spades.

During our interaction with you, we found you to be equally passionate about what you do. We are pleased to announce you have successfully cleared our initial selection process and been shortlisted for a suitable position with us. This decision is purely based on your merit and performance during your interactions with us.

As the next step in taking your candidature ahead, please go to **Job Profile Tab** and complete the process of accepting the Letter of Intent.

We request you to ensure that you complete all the pre requisite information as well as update all the required documents asked during the course of this process before Mar 29, 2022 11:59 PM IST.

To ensure ease of process, please find below list of documents that would be needed to complete the process:

- Passport size photo
- SSC & HSC Certificate
- Graduation Marksheets
- Graduation Degree Certificate/Provisional Degree* (If applicable)
- Government ID Proof (Aadhar Card/ Driving License/ Passport/ Voter ID)
- Diploma Marksheets(If applicable)
- Diploma Certificate(If applicable)
- Post-graduation Marksheets* (If applicable)
- Post-graduation Certificate*(If applicable)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

To ensure ease of process, please find below list of documents that would be needed to complete the process:

- Passport size photo
- SSC & HSC Certificate
- Graduation Marksheets
- Graduation Degree Certificate/Provisional Degree* (If applicable)
- Government ID Proof (Aadhar Card/ Driving License/ Passport/ Voter ID)
- Diploma Marksheets(If applicable)
- Diploma Certificate(If applicable)
- Post-graduation Marksheets* (If applicable)
- Post-graduation Certificate*(If applicable)

*Please note that if you have completed your diploma/graduation/post-graduation it is mandatory to upload all semester marksheets and degree certificate.

Note the following points while completing the process :

- Marksheets should be scanned and uploaded semester/year wise only
- Kindly ensure all documents are clearly scanned and uploaded in PDF/JPEG/JPG/PNG format only
- Maximum file size limit is 4MB
- The file nomenclature should be (FirstName LastName DocumentName)

Kindly Refer to below examples for document nomenclature:

Example 1: Rahul Singh is currently in 7th semester Engineering from ABC college. The documents Rahul would upload be as follows : Click here to see the Example

Example 2: Arnab Chakraborty is currently in 7th semester Engineering from ABC college. He has joined ABC college via Lateral entry in 2nd year having done Diploma after SSC. The documents Arnab would upload be as follows : Click here to see the Example

Example 3: Aditya Sharma is currently in 4th semester MCA from ABC college. The documents Aditya would upload be as follows : Click here to see the Example

Example 4: Tanvi Sharma has completed her Graduation from ABC college. The documents Tanvi would upload be as follows : Click here to see the Example

Do reach out to us on fresherhiring.in@capgemini.com in case of any queries.

Thank you for interviewing with Capgemini. We invite you to explore an exciting career journey with us and look forward to having you onboard soon!

Love your career. Ace your career at Capgemini.

University Hiring & Relations Team

Go to Offer Page

Capgemini

Stay Connected. Stay Updated.

Click here to view the recruitment disclaimer.

To view our candidate privacy notification please click here

The information contained in this message is strictly internal and confidential.
Copyright 2020. All rights reserved by Capgemini.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

unschool®

EMPLOYMENT AGREEMENT

This EMPLOYMENT Agreement (this **"Agreement"**) is made and executed on this **18th February 2022** at Hyderabad (hereinafter referred to as the **"Effective Date"**).

By And Between

Edupolis Technologies Private Limited, a company incorporated under the Companies Act, 2013 having CIN U72900TG2019PTC133380 and its registered office at Unschool, 2nd Floor, SNP Towers, 2nd Floor JANARDHANA HILLS SERILINGAMPALLY, Gachibowli, Hyderabad, Telangana 500032, India, represented by one of its director Mr. Rahul Varma ("Company" or "Employer" which expression shall, where the context so admits, include its heirs, successors, executors and permitted assigns);

And

Somagattu Krupananda Reddy, S/D/O **Somagattu Narasimha Reddy** aged about **22** years and presently residing at **1-02, Enumulavari palli mudigubba mandal Anantapur dist,515511.** hereinafter referred to as the "Employee", which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include his heirs, executors, administrators, permitted assigns and legal representatives).

WHEREAS:

A. In connection with the offer letter given by the Company dated **14th March 2022**, the Company desires to employ the Employee and the Employee accepts the employment of the Company.

B. In order to more clearly define the relationship between the Company and Employee, the Company and Employee desire to execute this Agreement; and

C. The Company's engagement and continual employment of the Employee is conditioned upon the Employee's express acceptance of and adherence to the terms set forth in this Agreement.

The Company and the Employee shall hereinafter be collectively referred to as **"Parties"** and individually as **"Party"**.

Words of

any gender are deemed to include those of the other gender such as "he" include "she".

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED AND OF THE MUTUAL BENEFITS HEREIN PROVIDED, THE COMPANY AND THE EMPLOYEE AGREE AS FOLLOWS:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

1. Definitions:

1.1 **"Affiliate"** shall mean a Person that directly or indirectly through one or more intermediaries' controls, or is controlled by, or is under common control with, a specified Person, provided that, in respect of an Employee, Affiliates shall include his relative (as is such term defined in the Companies Act, 2013). For purposes of this definition, "control" means the possession, directly or indirectly, of the power to elect more than 50% of the governing board of such Person or to direct to cause the direction of the management and policies of the Person, whether through ownership of voting securities, partnership or limited liability interests, non-profit membership, contract or otherwise.

1.2 **"Business"** shall mean and include (i) e-learning platform for students (iii) and such other business as the Company may start in the ordinary course of business;

1.3 **"Business Days"** shall mean days other than, Sunday and public holidays in Hyderabad;

1.4 **"Control"** shall mean, with respect to any Person: (i) the ownership of more than 50% (fifty percent) of the equity shares or other voting securities of such Person, (ii) the possession of the power to direct the management and policies of such Person, or (iii) the power to appoint a majority of the directors, managers, partners or other individuals exercising similar authority with respect to such Person by virtue of ownership of voting securities or management or contract or in any other manner, whether directly or indirectly, including through one or more other Persons; and the term **"Common Control"** and **"Controlled by"** shall be construed accordingly;

1.5 **"Non-Compete Period"** shall means the period commencing on from the Effective Date and expiring after 12 (twelve) months from the termination of employment of the Employee in terms of this Agreement;

1.6 **"Non-Competing Business"** shall mean and include any business which does not compete, either directly or indirectly, with the Business or any other business as conducted / engaged by the Company, its Subsidiaries and Affiliates, from time to time.

1.7 **"Person"** shall means an individual, an association, a corporation, a partnership, a joint venture, a trust, an unincorporated organization, a joint stock company or other entity or organization, including a government or political subdivision, or an agency or instrumentality thereof and/or any other legal entity;

1.8 **"Subsidiary"** shall have the meaning given to it under the Companies Act, 2013;

1.9 **"The standard working hours"** for the Employee will be 11:30 AM to 8:30 PM, 5-6 days in a week. In view of the Employee's position in the Company, the Employee shall effectively perform to ensure results and will be expected to work beyond the standard working hours to achieve the results, whenever the job so requires. Additionally, the Company may implement staggered work shifts, in rare cases of necessity. In such an event, the Employee shall abide by the change in the standard working hours as may be notified by the Company to accommodate such staggered shifts.

2. Duties and Functions.

2.1 Upon the commencement of this Agreement, the Employee shall occupy the position and perform the duties of **Operations Executive** of the Company. The Employee shall fulfill such general duties and responsibilities as are consistent with such position and as are assigned to him from time to time by the Company. Further, the Employee shall perform his duties and functions in such a manner as to achieve the goals set by the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

2.2 The Employee agrees that he shall be posted at **Telangana, Hyderabad**. However, during employment with the Company, the Employee may be posted/ transferred at any place in India to any of the offices of the Company or Affiliates either existing or to be set up, without any additional remuneration at the sole discretion of the management of the Company.

2.3 The Employee shall devote all his business time, attention and energies to the Business.

2.4 The Employee agrees that he will, at all times, while performing services for the Company, devote his reasonable best efforts, skill and ability and shall perform his responsibilities in a competent and professional manner.

2.5 The Employee further agrees that during the term of this Agreement, he shall not render commercial or professional services of whatsoever nature to any person or organization, whether or not, for pecuniary gain.

2.6 The Employee agrees and undertakes that during the term of this Agreement, he shall not hold any position (whether directly or indirectly, for profit or not) in any company, organization, entities, partnership and/or joint venture without the prior written consent of the Company.

2.7 The Employee agrees to abide by the rules, regulations, human resource manual, stock option scheme, personnel policies and other policies of the Company and any change thereof which may be adopted by the Company from time to time ("**HR Manual**").

3. Compensation and Benefits.

3.1 The Employee shall be entitled to the following compensations and benefits as given below:

3.1.1 **Remuneration:** The Employee shall be entitled to the remuneration as set out in detail in **SCHEDULE 1** annexed hereto.

3.2 **Reimbursement of Expenses**. Upon presentation of supporting documentation as may be reasonably satisfactory to the Company, the Company may as per the its policies, reimburse all business-related expenses incurred by the Employee in the performance of his duties hereunder, including, without limitation, those incurred in connection with business-related travel, boarding and lodging, telecommunications and entertainment in accordance with Company's policy in this regard.

3.3 **Withholding & Taxation**. The Remuneration (cost-to-company) paid to the Employee hereunder shall be subject to applicable taxes and the Company may withhold therefrom any amounts as are required to be withheld pursuant to applicable Law. Any tax liability arising in respect of payments made pursuant to the Agreement or income earned by the Employee while the Agreement is in effect shall be borne solely by the Employee. The Company shall only be responsible for withholding taxes from the payments made to the Employee pursuant to the Agreement and payment thereof to the credit of the government in accordance with the Income Tax Act, 1961.

3.4 **Leaves and benefits:** Subject to the applicable laws, the Employee shall be eligible for certain leaves such as casual leaves, sick leaves etc. The terms and conditions for such leaves is governed by the HR Manual of the Company and the Company reserves the right to modify the terms of such HR Manual without any consent of the Employee.

3.5 **Relocation Reimbursement Benefits:** Company shall reimburse as per norms for the expenses he/she and his/her family incur in relocating to the metropolitan area as required by the job in accordance with Company's Relocation Plan and/or as otherwise agreed by Company. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Relocation Reimbursement done by the company.

3.6 **Joining Bonus Benefits:** If employee shall be entitled to receive a joining bonus, the Joining Bonus will be paid no later than 30 days following the Joining Date. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Joining Bonus.

4. Term of the Agreement.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

4.1. The Parties acknowledge that Employee's employment with the Company commenced on Effective Date and agree that it will continue unless terminated by either Party in accordance with the provisions of this Agreement (**"Term"**); Provided, however, that the employee agrees to serve the company for a minimum period of **6 months** from the effective date.

5. Termination of the Agreement.

5.1. Termination by Company for Cause;

5.1.1. The term **"Cause"** shall include;

a) Unauthorized leaves taken from the Company;
b) a material act of dishonesty, or fraud or other willful misconduct by the Employee that is detrimental to the pecuniary interests, reputation or goodwill of the Company, its Subsidiaries and Affiliates;
c) the Employee's consistent failure to reasonably render the services and perform his duties or breach of any material obligation as provided in this Agreement, which is not cured within 30 (thirty) days following the Employees receipt of written notice (include written letter or electronic mail) thereof in that behalf from the Company;
d) unethical business conduct in violation of the policies of the Company or any anti-corruption laws as applicable in India;
e) breach of any material statutory duty relevant to his role that, if capable of being cured and provided that such breach does not have a material adverse effect on the Company, has not been cured within 30 (thirty) days of the date of notice of such breach;
f) unauthorized material disclosure of any Confidential Information of the Company, its Subsidiaries and Affiliates; and
g) Conviction for any criminal offence.

5.1.2. The Company shall be entitled to terminate the services of the Employee for Cause immediately, without serving any notice period to Employee. Further the Company shall not give any severance package or monetary compensation to the Employee upon termination of Employment under Clause 5.1.

5.2. **Termination for Employee's Disability.** After the completion of training Period, if in the sole opinion of the Company, the Employee is unable to carry out the responsibilities and functions of the position held by Employee by reason of any physical or mental impairment for more than 30 (thirty) consecutive days or more than 90 (ninety) days in any twelve-month period, then, the Company may terminate Employee's services, subject to applicable law.

5.3. **Resignation by Employee.** Subject to applicable law and after the completion of Minimum Term, the Employee may, at his option, terminate this Agreement by serving the Company with prior 45 (Forty-Five) days written notice (**"Notice Period"**) of his resignation from the Company. Parties understand the following:-

5.3.1. the Employee may request the Company to reduce the term of Notice Period and the Company may accept such request. Upon the occurrence of this event, mentioned in clause 5.3.1., the Company at no cost accept such request of the Employee;
5.3.2. the Company at its own discretion may also waive off term of Notice Period and compensate the Employee with such amount as it may deem fit.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

5.4. **Termination due to Abscond of Employees** Subject to the applicable law, if the Employee is absent from the office for a period of 3 days such employee shall be referred as Absconded Employee. The Company at its sole discretion terminates the employment of the Absconded Employee by serving notice to such Employee.

5.5. **Termination before the completion of training Period:** Subject to applicable law and before the completion of training Period, the Company owing to the non-performance Employee, at its option, terminate this Agreement by serving the Employee with 1 (one) day prior written notice of his termination from the Company.

6. **Effective Date of Termination.** Notwithstanding anything in this Agreement, the termination of the Employee's services pursuant to this Agreement shall be effective:

6.1. 30 (thirty) days after the Company delivers to the Employee written notice of his termination by reason of the Employee's having become disabled as per Clause 5.2 above;

6.2. Immediately upon the delivery of written notice to the Employee by the Company of his termination with Cause as per Clause 5.1;

6.3. the last working day of the Employee, where Employee delivers to the Company written notice of his resignation in accordance only with Clause 5.3 above. The Employee agrees that during such notice period Employee shall continue to perform his regular duties and will assist the Company. Further the Employee shall be relieved from his duties only after he hands over the Company's property and comply with the terms of full and final settlement policy.

6.4. the date mentioned in the termination notice issued by the Company, with respect to event occurred as per Clause 5.4 and 5.5 above.

7. **Effect of Termination**

7.1. **Effect of termination before the expiry of training Period:** If the employment of the Employees is terminated by the Company before the expiry of the training Period, the Employee shall receive only unpaid salary with respect to the number of days worked by the Employee. For the purpose of clarification, the Company shall not give severance package/salary to the Employee.

7.2. **Effect of termination before the expiry of Minimum Term:** If the Employee violates the Clause 4.1 of this Agreement i.e., Employee terminates this Agreement before the completion of Minimum Term, Employees agrees for the following:-

7.2.1 Shall pay a cost of training of INR 60,000/- immediately; and

7.2.2 the Employee shall finish all the exit formalities as per the human resources policies/manual of the Company. The Company shall upon receipt of payment of Liquidated Damages, shall relieve the Employee from the duties, within 30 days from the date of payment of Liquidated Damages.

It is hereby clarified that, in the event, if the Employee falls to comply with the conditions mentioned in clause 7.2.1., and 7.2.1., he shall be known as bad leaver (**"Bad Leaver"**) the Company shall have a right to receive from the Employee such Liquidated Damages and unliquidated damages, as it may deem fit. Notwithstanding anything contained in this Agreement, upon an Employee becoming a Bad Leaver (including where the Employee's services are terminated for Cause), the Company shall be entitled to all remedies that may be available to it under applicable law.

7.3. **Effect of termination due to Absconding:** If the Employee is absconded, as stipulated under Clause 5.5 of this Agreement, the Company shall have a right to receive from the Employee such damages, as it may deem fit. Notwithstanding anything contained in this Agreement, the Company shall be entitled to all remedies that may be available to it under applicable law

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

8. **Non-Disclosure of Confidential or Proprietary Information.**

8.1. The Employee acknowledges that during the course of rendering services and performing his other duties under this Agreement, he will have and / or has had access to information about the Company and / or its Affiliates or otherwise in its possession and that his services with the Company shall bring

him into close contact with many confidential affairs of the Company and / or its Affiliates, including without limitation, information regarding the following:

8.1.1. management methods and operating techniques;
8.1.2. sales, advertising and marketing methods;
8.1.3. business and training techniques, manuals and procedures;
8.1.4. information regarding customers and products;
8.1.5. information regarding employees and personnel;
8.1.6. hardware systems and software programs;
8.1.7. trade secrets, business strategies, copyrights, designs, test methods, software and such other intellectual properties; and
8.1.8. information relating to the prior, current or contemplated products or services offered and information that the Employee has a reasonable basis to believe was accepted by the Company and / or Affiliates from any third party under obligations of confidentiality (collectively, the **"Confidential Information"**).

8.2. In recognition of the foregoing, during and after the termination of this Agreement (regardless of the reason for any such termination) and until such time as the Confidential Information is generally published or is available to the general public other than through the Employee's unauthorized disclosure, the Employee shall not, without the prior written consent of the Company, disclose or use or make available for anyone to use (except in the course of rendering his services, or in furtherance of the business of the Company and Affiliates and as authorized in writing by the Company) any Confidential Information.

8.3. All documents, records, data, apparatus, equipment and physical property pertaining to the Company and / or its Affiliates, whether or not pertaining to Confidential Information, which are furnished to the Employee by the Company and/or its Affiliates or are produced by the Employee in connection with the rendering of services by the Employee hereunder will be and remain the sole property of the Company or the respective Affiliates (as the case may be).

8.4. The Employee will return to the Company or to the relevant Affiliate, all such materials and property, including any material or medium from which any Confidential Information may be ascertained or derived, as and when requested by the Company or the relevant Affiliate. In any event, the Employee will return all such materials and property immediately upon the termination of the Employee's services for any reason, as provided in this Agreement. The Employee will not retain any such material or property or any copies, compilations or analyses thereof after such termination.

9. Intellectual Property Rights.

9.1. All rights, title and interest in any intellectual property arising out of or in connection with the rendering of services by the Employee hereunder, including without limitation any copyrights, rights to derivative works, trade secrets, software, technologies, patents and any other intellectual property rights, created or conceived (including, but not limited to, any tools, designs or methodologies) during the employment of the Company under this Agreement whether or not in the Company's premises or using the Company's property or other proprietary rights therein, shall be considered as work for hire and shall be the absolute property of the Company ("Work for hire"). The Employee hereby, without further consideration, perpetually and irrevocably transfers, assigns and conveys all right, title and interest to such property (including, but not limited to, any moral rights) worldwide that the Employee may have or be entitled to under any law or equity whatsoever to the Company. To the maximum extent permitted by applicable law, the Company's rights herein associated with any such assignment shall not lapse for any reason whatsoever (other than as expressly agreed to by the Company), including but not limited to non-usage and / or non-enforcement of such right. At the Company's request, the Employee shall cooperate with the Company in completing any filings and processes, to perfect the Company's (or it's designates') ownership in intellectual property rights hereunder.

PRINCIPAL
Vidya Educational Academy
Group of Institutions
Near Chittoor, Tirupati-517 505

9.2. This Clause 9 is subject to, and shall not be deemed to limit, restrict, or constitute a waiver by the Company of any rights of ownership to which the Company may be entitled to by operation of law by virtue of the Company or any of its affiliates being provided the services by the Employee in the manner contemplated by this Agreement.

10. **Non-Competition Restrictions and Non-Solicitation Restrictions.**

10.1. The Employee undertakes that without prejudice to any other duty implied by law, he shall not, either directly or through his Affiliates, during the Non-Compete Period, either personally or through an agent, company or through a partnership or as a shareholder of a private company or a public unlisted company, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or in any other manner whatsoever, whether for profit or otherwise:

10.1.1. be concerned or interested in any business in any manner whatsoever that directly or indirectly competes with the Business or any business in which the Company engages or plans to engage in at the time of termination of the employment of the Employee ("**Competing Business**");

10.1.2. be concerned in any business in any manner whatsoever that directly or indirectly competes with the business in which such Employee is materially involved as an employee of the Company after the Effective Date;

10.1.3. except on behalf of the Company, canvas or solicit business or customers for services similar to those being provided by the Company from any Person who is a customer of the Company;

10.1.4. induce or attempt to induce any customer/client of the Company to cease to be a customer/client, or to restrict or vary the terms of the contract to, the Company or otherwise interfere with the relationship between such a customer/client and the Company (save and except actions taken during the course of his employment with the Company in exercise of his power and authority as an employee of the Company and in, what he reasonably believes to be, in the interest of the Company);

10.1.5. he shall not, directly or indirectly, including by assisting others, solicit, recruit, induce or attempt to persuade (a) any Person then engaged by the Company as an employee, officer or director or so engaged within the preceding 12 month(s) period ("**Existing Employee**") to leave the employment of the Company; or (b) encourage any consultant, vendor or customer to reduce the quantum of business they do with the Company. It is clarified that the Employee shall be deemed to have breached and failed to comply with the provisions of this Clause 10.1.4 if the Employee directly or indirectly as an officer or director of another organization or otherwise, employ, engage or retain, an Existing Employee, if such employment or engagement arose on account of any act of the Employee.

10.2. The Parties recognize that the foregoing covenants in this Clause 10 and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of the Company, and agree that such limitations are reasonable with respect to the business of the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

10.3. The Employee acknowledges and agrees that the compensation paid to him under this Agreement (as set out in Clause 3 above) along with the mutual agreements, covenants, representations and warranties set forth in the this Agreement is adequate consideration for the non-compete covenants contained in this Agreement and that the restrictions contained in this clause are considered reasonable for the legitimate protection of the Business and goodwill of the Company. However, in the event that such restriction shall be found to be void, but would be valid if some part thereof was deleted

or the scope, period or area of application were reduced, the above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid and effective.

10.4. The Employee acknowledges and agrees that the covenants and obligations with respect to non-competition and non-solicitation as set forth above shall not be construed to be a restraint of trade against the Employee and relate to special, unique and extraordinary matters, and that a violation of any of the terms of such covenants and obligations will cause the Company, irreparable injury. Each of such covenants contained in this Clause shall be construed as a separate covenant and if, in any judicial proceeding, a court shall refuse to enforce any of the separate covenants of this clause, then such covenant shall be deemed included herein only to the extent enforceable as permitted under the applicable Laws for the purpose of such proceeding or any other judicial proceeding to the extent necessary to permit the remaining covenants to be enforced.

11. **Warranties:**

11.1. Employee confirms and warrants that;

a) he has carefully read and fully understands all the provisions of this Agreement.

b) he has not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime (other than minor traffic offences), and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or threatened against him.

c) he has not been the subject of any adverse court judgment which threatens his solvency or substantially compromises his financial security.

d) by entering into this Agreement or performing any of the obligations under it, he will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on him. The Employee further undertakes to indemnify the Company against any such claims, costs, damages, liabilities or expenses which the Company may incur if he is in breach of any such obligations.

e) in the performance of his obligations, the Employee will not utilize or make available to the Company or any of its Subsidiaries/Affiliates any Confidential Information of any third party or violate any obligation with respect to such information.

f) he has never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

11.2. This employment is on the basis that the information submitted by the Employee is complete and correct. The Employee agrees and acknowledges that if it is found that the information submitted is false or incomplete or that the Employee has concealed / suppressed certain material information which detrimentally impacts the Company, the Company may terminate employment without providing any notice or pay in lieu thereof in addition to other remedies available to the Company against the Employee under this Agreement and law.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

12. **Void or Unenforceable Restrictions.** If any restriction or undertaking is found by any court or other competent authority to be void or unenforceable, the Parties shall negotiate in good faith to

replace such void or unenforceable restriction or undertaking with a valid provision which, as far as possible, has the same legal and commercial effect as that which it replaces.

13. **Breach.** If any breach or violation of the provisions, covenants warranties, the Employee agrees that damages alone are likely not to be sufficient compensation and that injunctive relief is reasonable and is likely to be essential to safeguard the interests of Company and that injunctive relief (in addition to any other remedies afforded by a court of equity) may (subject to the discretion of the courts) be obtained. No waiver of any breach or violation shall be implied from forbearance or failure by the Company to take action.

14. **Indemnities.** The Employee, at all times during the course of his employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company actually suffers or incurs as a direct result of acts or omissions of the Employee during the course of employment.

15. **Deductions.** The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any outstanding loans, advances or overpayments.

16. **Entire Agreement; Termination of Prior Agreements.** This Agreement and the agreements and documents referred to herein contain the entire understanding of the Employee and the Company with respect to the services to be rendered by the Employee to the Company and supersede any and all prior understandings, written or oral, between the Employee and the Company and between the Employee and any Affiliate or predecessor of the Company. Any such prior understandings or agreements are hereby terminated and are of no further force and effect. This Agreement may not be amended, waived, discharged or terminated orally, but only by an instrument in writing, specifically identified as an amendment to this Agreement, and signed by the Employee and a duly authorized officer of the Company. By entering into this Agreement, the Employee certifies and acknowledges that he has carefully read all of the provisions of this Agreement and the rules and regulations of the Company and that he voluntarily and knowingly enters into this Agreement.

17. **Severability.** If any provision of this Agreement or the application thereof to any Person or circumstance shall be invalid or unenforceable to any extent for any reason including by reason of any law or regulation or government policy or any amendment thereof, the remainder of this Agreement and the application of such provision to Persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision, which is valid and enforceable and most nearly reflects the original intent of the unenforceable provision.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Republic of India without regard to applicable conflicts of laws principles. The courts in Hyderabad shall have the exclusive jurisdiction in relation to all matters arising out of this Agreement.

19. **Notices.**

Any notice or other communication hereunder must be given in writing and either (a) delivered in person; (b) transmitted by facsimile, provided that any notice so given is also mailed as provided in clause (c); or (c) mailed, postage prepaid, as follows:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Company	Sai Rahul Varma G CEO & Director Edupolis Technologies Private Limited, Address: Unschool, 2nd floor, SNP Towers, 2nd Floor JANARDHANA HILLS SERILINGAMPALLY, Gachibowli, Hyderabad, Telangana 500032. Email: rahul@unschool.in
Employee	Name: **Somagattu Krupananda Reddy** Address: - 1-02, Enumulavari palli mudigubba mandal Anantapur dist,515511 Email: krupanandareddy1121@gmail.com Mobile: 9398569003

or to such other address or to such other Person as any Party shall have last designated by such notice to the other Parties. Each such notice or other communication shall be effective (i) if given by mail, three days after such communication is deposited in the mail with first class postage prepaid, addressed as aforesaid, (ii) if given by facsimile, when transmitted to the applicable number so specified in (or pursuant to) this Clause 19 provided that appropriate confirmation of receipt is generated by the facsimile and a duplicate copy is mailed, postage prepaid, or (iii) sent by electronic mail or if given by any other means, when actually delivered at such address.

20. Miscellaneous.

20.1 No delay or omission by the Company or the Employee in exercising any right under this Agreement shall operate as a waiver of that or any other right. A waiver or consent given by the Company or the Employee on any one occasion shall be effective only in that instance and shall not be construed as a bar or waiver of any right on any other occasion.

20.2 This Agreement may be modified or amended only by an instrument in writing executed by the Parties hereto and approved in writing by a duly authorized officer of the Company. The Parties hereto agree that in no event shall an oral modification of this Agreement be enforceable or valid.

20.3 The captions of the Clauses of this Agreement are for convenience of reference only and in no way define, limit or affect the scope or substance of any section of this Agreement.

20.4 The Employee has been provided with an opportunity to consult with the Employee's own counsel with respect to this Agreement.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Kurnool, Pin-518 505

20.5 Notwithstanding anything to the contrary contained elsewhere, the Company shall be entitled at all times to set off any amount owing at any time from the Employee against any amount payable at any time by the Company to the Employee pursuant to this Agreement.

20.6 The requirements and covenants of Clauses 8 (*Non-Disclosure of Confidential or Proprietary Information*), 9 (*Intellectual Property Rights*), 10 (*Non-Competition Restrictions and Non-Solicitation Restrictions*), 14 (*Indemnities*), 17 (*Severability*), 18 (*Governing Law*), 19 (*Dispute Resolution*), and 20

(Miscellaneous) and such other clauses which by their nature survive termination, shall survive and continue in full force and effect after the termination of this Agreement.

21. Internship Period.

21.1 The Internship period will be for the 1st 3 months.

21.2 Salary for the Internship period i.e. for 1st 3 months will be INR 9500.

21.3 Salary for the training period i.e. 1st month will be held as training cost and released along with the 2nd month salary to the Employee.

22. Full time Employment.

22.1 The full time employment will start from the 4th Month.

IN WITNESS WHEREOF, EACH OF THE PARTIES HERETO HAS CAUSED THIS AGREEMENT TO BE DULY EXECUTED AND DELIVERED UNDER SEAL, BY ITS AUTHORIZED OFFICERS OR INDIVIDUALLY, AS OF THE DATE FIRST ABOVE WRITTEN.

EMPLOYEE:	COMPANY:
Name: Somagattu Krupananda Reddy S. Krupa Reddy	 Name: Rahul Varma Title: CEO, Edupolis Technologies Pvt. Ltd.(Unschool)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SCHEDULE 1

Remuneration breakup

- **During the 1st 3 months, the employee is paid a base stipend of 9500 INR and up to 30,000 INR based on performance.**

- **Refer below for the split-up of the salary structure for the full-time role (after the internship period) at Edupolis Technologies Pvt Ltd. (Unschool).**

Annexure

Automatic CTC Structure		
Particulars	Monthly	Annual
Basic Salary	6,000	72,000
House Rent Allowance	2,400	28,800
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	263	3,156
Gross Salary	**10,663**	**1,27,956**
Provident Fund	992	11,904
ESIC	347	4,164
Gross Salary FIX	**12,002**	**1,44,024**
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	12,002	1,44,024
ESI Employee	80	961
PF Employee	992	
Professional Tax	-	
Take Home	9,591	

(* Subject to TDS deduction)

-Your CTC is Rs 1,44,024/-per annum as the fixed portion and +30,000 INR per month performance-based incentives for the operating year 2021-22 payable monthly.

Other benefits

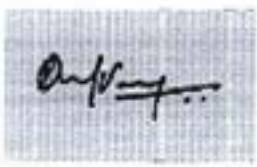
1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

We hope you have a great learning experience with us and grow in the process of this role.

Thanking you.

Yours faithfully,
for Edupolis Technologies Pvt Ltd (Unschool)





Rahul Varma
Co-Founder and CEO
Unschool.

Authorised Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: S. Roopa Reddy

Date: 18 - 2 - 22

Name: S. Roopa Reddy

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems

March 15th, 2022

Dear G.Rajashekar,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be **Trainee Recruiter.** You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be **March 31st, 2022.**

Below is a brief description of the responsibilities involved in the **Trainee Recruiter.** at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 50.

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear Y Yaswanth Kumar Reddy,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear P Sumithra Naidu,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear S Mounika,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear Reddy Rani,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear N Ragasree,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear P Yasmitha,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear M Naudini,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear M Prasad,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10th Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear K Hari Kumar Reddy,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear G Prem Kumar,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10TH Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear K Premchand,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10th Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

Conflux Systems

March 15th, 2022

Dear B Meena,

I am pleased to outline the details of our employment offer to you within Conflux Systems Pvt Ltd. Your position will be Trainee Recruiter. You will be employed by Conflux Systems through our corporate office, located at IIDT Building Tirupathi Airport Rd, Near Celkon Company, Renigunta, Andhra Pradesh 517520. Your salary will be 2.16L CTC. Your start date will be March 31st, 2022.

Below is a brief description of the responsibilities involved in the Trainee Recruiter. at our company:

- Establishes contacts with candidates and prospective vendors
- Maintaining internal data base of consultants as per their skill sets.
- Sourcing, Searching, identifying consultants using job boards like Dice, Monster and Internal Database.
- Determining applicant qualifications by interviewing applicants, analyzing responses, verifying references
- Responsible for posting jobs on Monster, Dice and other job posting websites
- co-ordinates interviews and be hand in end-end process till offer been rolled.
- Responsible for salary negotiations, closing the candidates and till the applicant gets on boarded.

Compensation & Other Benefits: See Appendix I

Background check: Your employment will be subject to a background check in line, if the background check reveals unfavorable results, you will be liable to disciplinary action including termination of service without notice.

Submission of Documents: At the time of joining, photocopy of the following documents should be submitted.

1. Should Provide 10th Original Certificate
2. Degree Certificate and mark sheets for all semesters

You are under probation period initially first three months and after successfully completing probation period your service will be regularized.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Conflux Systems Inc.
11539Park WoodsCircle, Suite 302, Alpharetta, GA 30005.
678-319-9818 (O) 615-469-3238 (F), hr@confluxsystems.com

wipro CAREERS (/careers-home)

Submit & Print

wipro

APPOINTMENT LETTER

March 21, 2022

Dear R BABU,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or wilfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or wilfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Company reserves its right to invoke appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable to** pay to the Company liquidated damages of up to Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**

Aparna Shallen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near: Gollapalli, Tirupati-517 505

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to-know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I R BABU, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ("Wipro") for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in this regard;

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Kalikiri, Tirupati-517 507

employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: R BABU

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemptions mentioned above are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance of ₹ [illegible] per

PRINCIPAL
Sreenidhi Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

are subject to deduction of provident fund as may be prescribed in the policy. Perquisite value of gifts & Group Accident Policy, if any, will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. Leave Travel Allowance:

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. Telephone/Mobile Phone Allowances:

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for Internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. Non-transferable Meal card:

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. Education Allowance:

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. New Pension System:

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary slack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk

Application FAQs (http://icims.help)
Software Powered by iCIMS
www.icims.com (http://www.icims.com/platform_help?utm_source=platform&utm_medium=link&utm_content=page1&utm_campaign=platform%20help)

© 2020 Wipro Limited Wipro.com (https://www.wipro.com/) Privacy Statement (/privacy-statement)
Terms of use (/terms-of-use)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Tirupati-517 505

unschool®

EMPLOYMENT AGREEMENT

This EMPLOYMENT Agreement (this **"Agreement"**) is made and executed on this **18th February 2022** at Hyderabad (hereinafter referred to as the **"Effective Date"**).

By And Between

Edupolis Technologies Private Limited, a company incorporated under the Companies Act, 2013 having CIN U72900TG2019PTC133380 and its registered office at Unschool, 2nd Floor, SNP Towers, 2nd Floor JANARDHANA HILLS SERILINGAMPALLY, Gachibowli, Hyderabad, Telangana 500032, India, represented by one of its director Mr. Rahul Varma ("Company" or "Employer" which expression shall, where the context so admits, include its heirs, successors, executors and permitted assigns);

And

Shaik Sameer Ali , S/D/O **Shaik zakirhussain** aged about **22** years and presently residing at **Houseno:5-181/3, anjaya colony, shadnagar, Telangana state, pincode:509216.** hereinafter referred to as the "Employee", which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include his heirs, executors, administrators, permitted assigns and legal representatives).

WHEREAS:

A. In connection with the offer letter given by the Company dated **14th March 2022**, the Company desires to employ the Employee and the Employee accepts the employment of the Company.

B. In order to more clearly define the relationship between the Company and Employee, the Company and Employee desire to execute this Agreement; and

C. The Company's engagement and continual employment of the Employee is conditioned upon the Employee's express acceptance of and adherence to the terms set forth in this Agreement.

The Company and the Employee shall hereinafter be collectively referred to as **"Parties"** and individually as **"Party"**.

Words of

any gender are deemed to include those of the other gender such as "he" include "she".

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED AND OF THE MUTUAL BENEFITS HEREIN PROVIDED, THE COMPANY AND THE EMPLOYEE AGREE AS FOLLOWS:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

1. Definitions:

1.1 **"Affiliate"** shall mean a Person that directly or indirectly through one or more intermediaries' controls, or is controlled by, or is under common control with, a specified Person, provided that, in respect of an Employee, Affiliates shall include his relative (as is such term defined in the Companies Act, 2013). For purposes of this definition, "control" means the possession, directly or indirectly, of the power to elect more than 50% of the governing board of such Person or to direct to cause the direction of the management and policies of the Person, whether through ownership of voting securities, partnership or limited liability interests, non-profit membership, contract or otherwise.

1.2 **"Business"** shall mean and include (i) e-learning platform for students (iii) and such other business as the Company may start in the ordinary course of business;

1.3 **"Business Days"** shall mean days other than, Sunday and public holidays in Hyderabad;

1.4 **"Control"** shall mean, with respect to any Person: (i) the ownership of more than 50% (fifty percent) of the equity shares or other voting securities of such Person, (ii) the possession of the power to direct the management and policies of such Person, or (iii) the power to appoint a majority of the directors, managers, partners or other individuals exercising similar authority with respect to such Person by virtue of ownership of voting securities or management or contract or in any other manner, whether directly or indirectly, including through one or more other Persons; and the term **"Common Control"** and **"Controlled by"** shall be construed accordingly;

1.5 **"Non-Compete Period"** shall means the period commencing on from the Effective Date and expiring after 12 (twelve) months from the termination of employment of the Employee in terms of this Agreement;

1.6 **"Non-Competing Business"** shall mean and include any business which does not compete, either directly or indirectly, with the Business or any other business as conducted / engaged by the Company, its Subsidiaries and Affiliates, from time to time.

1.7 **"Person"** shall means an individual, an association, a corporation, a partnership, a joint venture, a trust, an unincorporated organization, a joint stock company or other entity or organization, including a government or political subdivision, or an agency or instrumentality thereof and/or any other legal entity;

1.8 **"Subsidiary"** shall have the meaning given to it under the Companies Act, 2013;

1.9 **"The standard working hours"** for the Employee will be 11:30 AM to 8:30 PM, 5-6 days in a week. In view of the Employee's position in the Company, the Employee shall effectively perform to ensure results and will be expected to work beyond the standard working hours to achieve the results, whenever the job so requires. Additionally, the Company may implement staggered work shifts, in rare cases of necessity. In such an event, the Employee shall abide by the change in the standard working hours as may be notified by the Company to accommodate such staggered shifts.

2. Duties and Functions.

2.1 Upon the commencement of this Agreement, the Employee shall occupy the position and perform the duties of **Operations Executive** of the Company. The Employee shall fulfill such general duties and responsibilities as are consistent with such position and as are assigned to him from time to time by the Company. Further, the Employee shall perform his duties and functions in such a manner as to achieve the goals set by the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

2.2 The Employee agrees that he shall be posted at **Telangana, Hyderabad.** However, during employment with the Company, the Employee may be posted/ transferred at any place in India to any of the offices of the Company or Affiliates either existing or to be set up, without any additional remuneration at the sole discretion of the management of the Company.

2.3 The Employee shall devote all his business time, attention and energies to the Business.

2.4 The Employee agrees that he will, at all times, while performing services for the Company, devote his reasonable best efforts, skill and ability and shall perform his responsibilities in a competent and professional manner.

2.5 The Employee further agrees that during the term of this Agreement, he shall not render commercial or professional services of whatsoever nature to any person or organization, whether or not, for pecuniary gain.

2.6 The Employee agrees and undertakes that during the term of this Agreement, he shall not hold any position (whether directly or indirectly, for profit or not) in any company, organization, entities, partnership and/or joint venture without the prior written consent of the Company.

2.7 The Employee agrees to abide by the rules, regulations, human resource manual, stock option scheme, personnel policies and other policies of the Company and any change thereof which may be adopted by the Company from time to time **("HR Manual").**

3. Compensation and Benefits.

3.1 The Employee shall be entitled to the following compensations and benefits as given below:

3.1.1 **Remuneration:** The Employee shall be entitled to the remuneration as set out in detail in **SCHEDULE 1** annexed hereto.

3.2 **Reimbursement of Expenses.** Upon presentation of supporting documentation as may be reasonably satisfactory to the Company, the Company may as per the its policies, reimburse all business-related expenses incurred by the Employee in the performance of his duties hereunder, including, without limitation, those incurred in connection with business-related travel, boarding and lodging, telecommunications and entertainment in accordance with Company's policy in this regard.

3.3 **Withholding & Taxation.** The Remuneration (cost-to-company) paid to the Employee hereunder shall be subject to applicable taxes and the Company may withhold therefrom any amounts as are required to be withheld pursuant to applicable Law. Any tax liability arising in respect of payments made pursuant to the Agreement or income earned by the Employee while the Agreement is in effect shall be borne solely by the Employee. The Company shall only be responsible for withholding taxes from the payments made to the Employee pursuant to the Agreement and payment thereof to the credit of the government in accordance with the Income Tax Act, 1961.

3.4 **Leaves and benefits:** Subject to the applicable laws, the Employee shall be eligible for certain leaves such as casual leaves, sick leaves etc. The terms and conditions for such leaves is governed by the HR Manual of the Company and the Company reserves the right to modify the terms of such HR Manual without any consent of the Employee.

3.5 **Relocation Reimbursement Benefits:** Company shall reimburse as per norms for the expenses he/she and his/her family incur in relocating to the metropolitan area as required by the job in accordance with Company's Relocation Plan and/or as otherwise agreed by Company. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Relocation Reimbursement done by the company.

3.6 **Joining Bonus Benefits:** If employee shall be entitled to receive a joining bonus, the Joining Bonus will be paid no later than 30 days following the Joining Date. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Joining Bonus.

4. Term of the Agreement.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

4.1. The Parties acknowledge that Employee's employment with the Company commenced on Effective Date and agree that it will continue unless terminated by either Party in accordance with the provisions of this Agreement ("**Term**"); Provided, however, that the employee agrees to serve the company for a minimum period of **6 months** from the effective date.

5. Termination of the Agreement.

5.1. Termination by Company for Cause;

5.1.1. The term "**Cause**" shall include;

a) Unauthorized leaves taken from the Company;
b) a material act of dishonesty, or fraud or other willful misconduct by the Employee that is detrimental to the pecuniary interests, reputation or goodwill of the Company, its Subsidiaries and Affiliates;
c) the Employee's consistent failure to reasonably render the services and perform his duties or breach of any material obligation as provided in this Agreement, which is not cured within 30 (thirty) days following the Employees receipt of written notice (include written letter or electronic mail) thereof in that behalf from the Company;
d) unethical business conduct in violation of the policies of the Company or any anti-corruption laws as applicable in India;
e) breach of any material statutory duty relevant to his role that, if capable of being cured and provided that such breach does not have a material adverse effect on the Company, has not been cured within 30 (thirty) days of the date of notice of such breach;
f) unauthorized material disclosure of any Confidential Information of the Company, its Subsidiaries and Affiliates; and
g) Conviction for any criminal offence.

5.1.2. The Company shall be entitled to terminate the services of the Employee for Cause immediately, without serving any notice period to Employee. Further the Company shall not give any severance package or monetary compensation to the Employee upon termination of Employment under Clause 5.1.

5.2. **Termination for Employee's Disability.** After the completion of training Period, if in the sole opinion of the Company, the Employee is unable to carry out the responsibilities and functions of the position held by Employee by reason of any physical or mental impairment for more than 30 (thirty) consecutive days or more than 90 (ninety) days in any twelve-month period, then, the Company may terminate Employee's services, subject to applicable law.

5.3. **Resignation by Employee.** Subject to applicable law and after the completion of Minimum Term, the Employee may, at his option, terminate this Agreement by serving the Company with prior 45 (Forty-Five) days written notice ("**Notice Period**") of his resignation from the Company. Parties understand the following:-

5.3.1. the Employee may request the Company to reduce the term of Notice Period and the Company may accept such request. Upon the occurrence of this event, mentioned in clause 5.3.1., the Company at no cost accept such request of the Employee;
5.3.2. the Company at its own discretion may also waive off term of Notice Period and compensate the Employee with such amount as it may deem fit.

5.4. **Termination due to Abscond of Employee:** Subject to the applicable law, if the Employee is absent from the office for a period of 3 days such employee shall be referred as Absconded Employee. The Company at its sole discretion terminates the employment of the Absconded Employee by serving notice to such Employee.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

5.5. **Termination before the completion of training Period:** Subject to applicable law and before the completion of training Period, the Company owing to the non-performance Employee, at its option, terminate this Agreement by serving the Employee with 1 (one) day prior written notice of his termination from the Company.

6. Effective Date of Termination. Notwithstanding anything in this Agreement, the termination of the Employee's services pursuant to this Agreement shall be effective:

6.1. 30 (thirty) days after the Company delivers to the Employee written notice of his termination by reason of the Employee's having become disabled as per Clause 5.2 above;

6.2. immediately upon the delivery of written notice to the Employee by the Company of his termination with Cause as per Clause 5.1;

6.3. the last working day of the Employee, where Employee delivers to the Company written notice of his resignation in accordance only with Clause 5.3 above. The Employee agrees that during such notice period Employee shall continue to perform his regular duties and will assist the Company. Further the Employee shall be relieved from his duties only after he hands over the Company's property and comply with the terms of full and final settlement policy.

6.4. the date mentioned in the termination notice issued by the Company, with respect to event occurred as per Clause 5.4 and 5.5 above.

7. Effect of Termination

7.1. **Effect of termination before the expiry of training Period:** If the employment of the Employees is terminated by the Company before the expiry of the training Period, the Employee shall receive only unpaid salary with respect to the number of days worked by the Employee. For the purpose of clarification, the Company shall not give severance package/salary to the Employee.

7.2. **Effect of termination before the expiry of Minimum Term:** If the Employee violates the Clause 4.1 of this Agreement i.e., Employee terminates this Agreement before the completion of Minimum Term, Employees agrees for the following:-

7.2.1 Shall pay a cost of training of INR **60,000/-** immediately; and
7.2.2 the Employee shall finish all the exit formalities as per the human resources policies/manual of the Company. The Company shall upon receipt of payment of Liquidated Damages, shall relieve the Employee from the duties, within 30 days from the date of payment of Liquidated Damages.

It is hereby clarified that, in the event, if the Employee fails to comply with the conditions mentioned in clause 7.2.1., and 7.2.1., he shall be known as bad leaver (**"Bad Leaver"**) the Company shall have a right to receive from the Employee such Liquidated Damages and unliquidated damages, as it may deem fit. Notwithstanding anything contained in this Agreement, upon an Employee becoming a Bad Leaver (including where the Employee's services are terminated for Cause), the Company shall be entitled to all remedies that may be available to it under applicable law.

7.3. **Effect of termination due to Absconding:** If the Employee is absconded, as stipulated under Clause 5.5 of this Agreement, the Company shall have a right to receive from the Employee such damages, as it may deem fit. Notwithstanding anything contained in this Agreement, the Company shall be entitled to all remedies that may be available to it under applicable law

8. Non-Disclosure of Confidential or Proprietary Information.

PRINCIPAL
Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati - 517 505

8.1. The Employee acknowledges that during the course of rendering services and performing his other duties under this Agreement, he will have and / or has had access to information about the Company and / or its Affiliates or otherwise in its possession and that his services with the Company shall bring

him into close contact with many confidential affairs of the Company and / or its Affiliates, including without limitation, information regarding the following:

8.1.1. management methods and operating techniques;
8.1.2. sales, advertising and marketing methods;
8.1.3. business and training techniques, manuals and procedures;
8.1.4. information regarding customers and products;
8.1.5. information regarding employees and personnel;
8.1.6. hardware systems and software programs;
8.1.7. trade secrets, business strategies, copyrights, designs, test methods, software and such other intellectual properties; and
8.1.8. information relating to the prior, current or contemplated products or services offered and information that the Employee has a reasonable basis to believe was accepted by the Company and / or Affiliates from any third party under obligations of confidentiality (collectively, the **"Confidential Information"**).

8.2. In recognition of the foregoing, during and after the termination of this Agreement (regardless of the reason for any such termination) and until such time as the Confidential Information is generally published or is available to the general public other than through the Employee's unauthorized disclosure, the Employee shall not, without the prior written consent of the Company, disclose or use or make available for anyone to use (except in the course of rendering his services, or in furtherance of the business of the Company and Affiliates and as authorized in writing by the Company) any Confidential Information.

8.3. All documents, records, data, apparatus, equipment and physical property pertaining to the Company and / or its Affiliates, whether or not pertaining to Confidential Information, which are furnished to the Employee by the Company and/or its Affiliates or are produced by the Employee in connection with the rendering of services by the Employee hereunder will be and remain the sole property of the Company or the respective Affiliates (as the case may be).

8.4. The Employee will return to the Company or to the relevant Affiliate, all such materials and property, including any material or medium from which any Confidential Information may be ascertained or derived, as and when requested by the Company or the relevant Affiliate. In any event, the Employee will return all such materials and property immediately upon the termination of the Employee's services for any reason, as provided in this Agreement. The Employee will not retain any such material or property or any copies, compilations or analyses thereof after such termination.

9. **Intellectual Property Rights.**

9.1. All rights, title and interest in any intellectual property arising out of or in connection with the rendering of services by the Employee hereunder, including without limitation any copyrights, rights to derivative works, trade secrets, software, technologies, patents and any other intellectual property rights, created or conceived (including, but not limited to, any tools, designs or methodologies) during the employment of the Company under this Agreement whether or not in the Company's premises or using the Company's property or other proprietary rights therein, shall be considered as work for hire and shall be the absolute property of the Company ("Work for hire"). The Employee hereby, without further consideration, perpetually and irrevocably transfers, assigns and conveys all right, title and interest to such property (including, but not limited to, any moral rights) worldwide that the Employee may have or be entitled to under any law or equity whatsoever to the Company. To the maximum extent permitted by applicable law, the Company's rights herein associated with any such assignment shall not lapse for any reason whatsoever (other than as expressly agreed to by the Company), including but not limited to non-usage and / or non-enforcement of such right. At the Company's request, the Employee shall cooperate with the Company in completing any filings and processes, to perfect the Company's (or it's designates') ownership in intellectual property rights hereunder.

Group of Institutions
Near C.Gollapalli, Tirupati-517 505

or the scope, period or area of application were reduced, the above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid and effective.

10.4. The Employee acknowledges and agrees that the covenants and obligations with respect to non-competition and non-solicitation as set forth above shall not be construed to be a restraint of trade against the Employee and relate to special, unique and extraordinary matters, and that a violation of any of the terms of such covenants and obligations will cause the Company, irreparable injury. Each of such covenants contained in this Clause shall be construed as a separate covenant and if, in any judicial proceeding, a court shall refuse to enforce any of the separate covenants of this clause, then such covenant shall be deemed included herein only to the extent enforceable as permitted under the applicable Laws for the purpose of such proceeding or any other judicial proceeding to the extent necessary to permit the remaining covenants to be enforced.

11. **Warranties:**

11.1. Employee confirms and warrants that;

a) he has carefully read and fully understands all the provisions of this Agreement.

b) he has not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime (other than minor traffic offences), and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or threatened against him.

c) he has not been the subject of any adverse court judgment which threatens his solvency or substantially compromises his financial security.

d) by entering into this Agreement or performing any of the obligations under it, he will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on him. The Employee further undertakes to indemnify the Company against any such claims, costs, damages, liabilities or expenses which the Company may incur if he is in breach of any such obligations.

e) in the performance of his obligations, the Employee will not utilize or make available to the Company or any of its Subsidiaries/Affiliates any Confidential Information of any third party or violate any obligation with respect to such information.

f) he has never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

11.2. This employment is on the basis that the information submitted by the Employee is complete and correct. The Employee agrees and acknowledges that if it is found that the information submitted is false or incomplete or that the Employee has concealed / suppressed certain material information which detrimentally impacts the Company, the Company may terminate employment without providing any notice or pay in lieu thereof in addition to other remedies available to the Company against the Employee under this Agreement and law.

12. **Void or Unenforceable Restrictions.** If any restriction or undertaking is found by any court or other competent authority to be void or unenforceable, the Parties shall negotiate in good faith to

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

replace such void or unenforceable restriction or undertaking with a valid provision which, as far as possible, has the same legal and commercial effect as that which it replaces.

13. **Breach.** If any breach or violation of the provisions, covenants warranties, the Employee agrees that damages alone are likely not to be sufficient compensation and that injunctive relief is reasonable and is likely to be essential to safeguard the interests of Company and that injunctive relief (in addition to any other remedies afforded by a court of equity) may (subject to the discretion of the courts) be obtained. No waiver of any breach or violation shall be implied from forbearance or failure by the Company to take action.

14. **Indemnities.** The Employee, at all times during the course of his employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company actually suffers or incurs as a direct result of acts or omissions of the Employee during the course of employment.

15. **Deductions.** The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any outstanding loans, advances or overpayments.

16. **Entire Agreement; Termination of Prior Agreements.** This Agreement and the agreements and documents referred to herein contain the entire understanding of the Employee and the Company with respect to the services to be rendered by the Employee to the Company and supersede any and all prior understandings, written or oral, between the Employee and the Company and between the Employee and any Affiliate or predecessor of the Company. Any such prior understandings or agreements are hereby terminated and are of no further force and effect. This Agreement may not be amended, waived, discharged or terminated orally, but only by an instrument in writing, specifically identified as an amendment to this Agreement, and signed by the Employee and a duly authorized officer of the Company. By entering into this Agreement, the Employee certifies and acknowledges that he has carefully read all of the provisions of this Agreement and the rules and regulations of the Company and that he voluntarily and knowingly enters into this Agreement.

17. **Severability.** If any provision of this Agreement or the application thereof to any Person or circumstance shall be invalid or unenforceable to any extent for any reason including by reason of any law or regulation or government policy or any amendment thereof, the remainder of this Agreement and the application of such provision to Persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision, which is valid and enforceable and most nearly reflects the original intent of the unenforceable provision.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Republic of India without regard to applicable conflicts of laws principles. The courts in Hyderabad shall have the exclusive jurisdiction in relation to all matters arising out of this Agreement.

19. **Notices.**

Any notice or other communication hereunder must be given in writing and either (a) delivered in person; (b) transmitted by facsimile, provided that any notice so given is also mailed as provided in clause (c); or (c) mailed, postage prepaid, as follows:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Company	Sai Rahul Varma G CEO & Director Edupolis Technologies Private Limited, Address: Unschool, 2nd floor, SNP Towers, 2nd Floor JANARDHANA HILLS SERILINGAMPALLY, Gachibowli, Hyderabad, Telangana 500032. Email: rahul@unschool.in
Employee	Name: **Shaik Sameer Ali** Address: - Houseno:5-181/3, anjaya colony, shadnagar, Telangana state, pincode:509216 Email: shaiksameerali037@gmail.com Mobile: 7075061963

or to such other address or to such other Person as any Party shall have last designated by such notice to the other Parties. Each such notice or other communication shall be effective (i) if given by mail, three days after such communication is deposited in the mail with first class postage prepaid, addressed as aforesaid, (ii) if given by facsimile, when transmitted to the applicable number so specified in (or pursuant to) this Clause 19 provided that appropriate confirmation of receipt is generated by the facsimile and a duplicate copy is mailed, postage prepaid, or (iii) sent by electronic mail or if given by any other means, when actually delivered at such address.

20. Miscellaneous.

20.1 No delay or omission by the Company or the Employee in exercising any right under this Agreement shall operate as a waiver of that or any other right. A waiver or consent given by the Company or the Employee on any one occasion shall be effective only in that instance and shall not be construed as a bar or waiver of any right on any other occasion.

20.2 This Agreement may be modified or amended only by an instrument in writing executed by the Parties hereto and approved in writing by a duly authorized officer of the Company. The Parties hereto agree that in no event shall an oral modification of this Agreement be enforceable or valid.

20.3 The captions of the Clauses of this Agreement are for convenience of reference only and in no way define, limit or affect the scope or substance of any section of this Agreement.

20.4 The Employee has been provided with an opportunity to consult with the Employee's own counsel with respect to this Agreement.

20.5 Notwithstanding anything to the contrary contained elsewhere, the Company shall be entitled at all times to set off any amount owing at any time from the Employee against any amount payable at any time by the Company to the Employee pursuant to this Agreement.

20.6 The requirements and covenants of Clauses 8 (*Non-Disclosure of Confidential or Proprietary Information*), 9 (*Intellectual Property Rights*), 10 (*Non-Competition Restrictions and Non-Solicitation Restrictions*), 14 (*Indemnities*), 17 (*Severability*), 18 (*Governing Law*), 18 (*Dispute Resolution*), and 20

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

(Miscellaneous) and such other clauses which by their nature survive termination, shall survive and continue in full force and effect after the termination of this Agreement.

21. Internship Period.

21.1 The internship period will be for the 1st 3 months.

21.2 Salary for the Internship period i.e. for 1st 3 months will be **INR 9500.**

21.3 Salary for the training period i.e. 1st month will be held as training cost and released along with the 2nd month salary to the **Employee.**

22. Full time Employment.

22.1 The full time employment will start from the 4th Month.

IN WITNESS WHEREOF, EACH OF THE PARTIES HERETO HAS CAUSED THIS AGREEMENT TO BE DULY EXECUTED AND DELIVERED UNDER SEAL, BY ITS AUTHORIZED OFFICERS OR INDIVIDUALLY, AS OF THE DATE FIRST ABOVE WRITTEN.

EMPLOYEE:	COMPANY:
Name: Shaik Sameer Ali	Name: Rahul Varma Title: CEO, Edupolis Technologies Pvt. Ltd.(Unschool)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SCHEDULE 1

Remuneration breakup

- **During the 1st 3 months, the employee is paid a base stipend of 9500 INR and up to 30,000 INR based on performance.**

- **Refer below for the split-up of the salary structure for the full-time role (after the internship period) at Edupolis Technologies Pvt Ltd. (Unschool).**

Annexure

Automatic CTC Structure		
Particulars	Monthly	Annual
Basic Salary	6,000	72,000
House Rent Allowance	2,400	28,800
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	263	3,156
Gross Salary	**10,663**	**1,27,956**
Provident Fund	992	11,904
ESIC	347	4,164
Gross Salary FIX	**12,002**	**1,44,024**
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	12,682	1,44,024
ESI Employee	80	961
PF Employee	992	
Professional Tax	-	
Take Home	9,591	

(* Subject to TDS deduction)

-Your CTC is Rs 1,44,024/-per annum as the fixed portion and +30,000 INR per month performance-based incentives for the operating year 2021-22 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

- **Refer below for the split-up of the salary structure after completion of 6 months as an New Designation at Edupolis Technologies Pvt Ltd. (Unschool).**

Name	DOJ	Designation
Shaik Sameer Ali	**14th March 2022**	**Operations Executive**

Automatic CTC Structure		
Particulars	**Monthly**	**Annual**
Basic Salary	12,500	1,50,000
House Rent Allowance	5,000	60,000
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	3,700	44,400
Gross Salary	**23,200**	**2,78,400**
Provident Fund	1,800	21,600
ESIC	-	-
Gross Salary FIX	**25,000**	**3,00,000**
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	**25,000**	**3,00,000**
ESI Employee	-	-
PF Employee	1,800	
Professional Tax	200	
Take Home	21,200	

(* Subject to TDS deduction)

-Your CTC is Rs 3,00,000/-per annum as the fixed portion and 2LPA performance-based incentives for the operating year 2021-22 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

PRINCIPAL
Vidyartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

We hope you have a great learning experience with us and grow in the process of this role.

Thanking you.

Yours faithfully,
for Edupolis Technologies Pvt Ltd (Unschool)

EDUPOLIS TECHNOLOGIES PVT. LTD. HYD.

Rahul Varma
Co-Founder and CEO
Unschool.

Authorised Signatory

I hereby accept the aforesaid position and terms and conditions of employment set forth above.

Signed: _____

Date: 02/18/2022

Name: Shaik. Sameerali



APPOINTMENT LETTER

March 21, 2022

Dear CHALLA SUBRAMANYAM,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Renigunta, Tirupati-517 505

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Tirupati-517 505

and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be*** **liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**

Aparna Shailen
General Manager - Human Resources

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I CHALLA SUBRAMANYAM, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: CHALLA SUBRAMANYAM

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below:

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Ladilapalli, Tirupati-517 505

Total Cost to Company per annum	3,50,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Goliapalli, Tirupati-517 505

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

PRINCIPAL
Siddhartha Academy of Higher Education
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. Telephone/Mobile Phone Allowances:

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. Non-transferable Meal card:

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. Education Allowance:

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. New Pension System:

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. Provident fund- Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

PRINCIPAL
Siddhartha Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** CHALLA SUBRAMANYAM 21/3/2022 10:55 PM
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

India C :L32102KA1945PLC020800

24114937

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Chandragiri, Tirupati-517 505

LOTUS farms

LF/HR/7966/2022
16.04.2022

TO WHOM SO EVER IT MAY CONCERN

Mr. N RAGHUNATH S/o NAGABHUSHNAPPA was working with us from 01.03.2021 to 18.04.2022 and his last designation was **"ASSISTANT ACCOUNTS".**

We found his conduct and performance to be satisfactory.

We wish all success in his future endeavor.

Thanking you,

For LOTUS FARMS

LOTUS FARMS ★ BANGALORE ★ Dt. 18/4/22

Authorized Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 502

SYNERGIC

ASM TECHNOLOGIES™

engineering **innovation**



PRINCIPAL
Siddartha Educational Academy
Group of Institutions
C.Gollapalli, Tirupati-517 505

SUSMITHA GUNDRE

7680

Me-Hin Tech-Edge Solutions
Manoj Indl Estate
40-A,G.D.Ambekar Road
Wadala.Mumbai -400031
Contact No: +91 22 62773417/ 19
rs1@mehin.in
www.mehin.in

REF. No: Ref_31556

Date: 14th June,2022
Mr. / Mrs. PEDDAPAPANNAGARI BALAJI
NELLORE

LETTER OF OFFER

Dear PEDDAPAPANNAGARI BALAJI,
Congratulations!!

We are pleased to offer you an Employment with Me-Hin Tech-Edge Solutions based on the interview discussions you had with us and your application submitted to us. Details of the terms and conditions of offer are as under :-

1. You will be designated as Sales Executive and will be based at our NELLORE Centre.
2. Your date of commencement of Employment will be on or before 18-06-2022.
3. You will be entitled to receive compensation and benefits as per the Monthly Gross Salary Rs.12900 /-.
4. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.
5. Please bring along the below listed documents / details on your day of joining.

    a) Aadhar Card (Mandatory) With Full DOB
    b) 2 Passport Size Photo
    c) Resume
    d) Income Tax PAN (Permanent Account Number) Card
    e) Address Proof
    f) Highest Education Proof
    g) Bank Cheque Copy (Mandatory)
    h) Previous organization Pay Slip/Appointment Letter/Relieving letter

6. Kindly sign a copy of this letter as a token of your acceptance of this offer.

Looking forward to a long and mutually beneficial career with us

Yours truly,

For Me-Hin Tech-Edge Solution
Central Admin

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

PEDDAPAPANNAGARI BALAJI
Acceptance

Dear Sirisha,

Greetings from eArbor!

With reference to your application and subsequent interview, we have the pleasure of offering you the position of "Dot Net Developer." This is a full-time position [9:30 AM to 6:00 PM Monday to Saturday.]

We will be offering you an annual gross salary of RS.4,00,000/-CTC (Rupees Four Lakhs only) per annum. If you accept this offer, your start date will be 09/11/2022 or another mutually agreed upon date, and you would report to Ram Patibandla (CTO) and Yuvaraj(Team Lead).

Your appointment will take effect from the date of joining, which is not later than 09.11.2022. You are requested to join on or before the given date. You will be given a detailed appointment order upon your joining from the date of your joining. You will be on probation for a period of three months from the date of your joining.

We take this opportunity in welcoming you to the eArbor family. We are all looking forward to having you on our team.

Please acknowledge this mail as a token of your acceptance.

Wishing You Good Luck

Thanks,

Regards,
Siva Kumar Bokam
HR Executive
eArbor,Furdo,Homlot
https://www.furdo.com/
https://www.earbor.com

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505



APPOINTMENT LETTER

March 21, 2022

Dear PAVAN SAGILI,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

Gmail

Nagendra V <nagendraxeroxtpt@gmail.com>

Fwd: Wipro Offer Letter

1 message

1891LA05A6 Diwakar <vuppalapatidiwakar@gmail.com> Fri, Mar 25, 2022 at 7:07 AM
To: nagendraxeroxtpt@gmail.com

Wipro
K Pavan Kumar
ECE

---------- Forwarded message ---------
From: **R460 Deepa** <deepanookala21@gmail.com>
Date: Thu, Mar 24, 2022, 9:02 PM
Subject: Fwd: Wipro Offer Letter
To: <vuppalapatidiwakar@gmail.com>

---------- Forwarded message ---------
From: **Pavan Kumar** <pavankumarkonangi544@gmail.com>
Date: Tue, 22 Mar, 2022, 2:28 PM
Subject: Fwd: Wipro Offer Letter
To: R460 Deepa <deepanookala21@gmail.com>

---------- Forwarded message ---------
From: **Wipro offer letter** <wipro+email+3nwko-e6d69c1e00@talent.icims.com>
Date: Mon, Mar 21, 2022, 7:16 PM
Subject: Wipro Offer Letter
To: <pavankumarkonangi544@gmail.com>

March 21, 2022

Dear **Konangi Kumar,**

Congratulations! We are pleased to offer you the position of **Project Engineer** at Wipro.

Please click on the below link to review and accept your offer letter at the earliest using a desktop/laptop.

Note : You will not be able to save offer letter copy if you open the below link through a Mobile Phone.

We request you to accept the iCIMS Offer Letter within **15** days from the receipt of the offer Letter, failing which we will be forced to infer that you are no longer interested to be a part of Wipro fresher hiring process.

Steps to follow to accept and save the Offer Letter

To save your copy of Offer Letter, please open this email on desktop/ laptop, login to below mentioned acceptance link, **click on Accept -> click on signature check box -> Click on "Submit and Print" -> Click on "web browser" -> ctrl+P -> save as pdf -> save -> select destination on your system to download.**

Please note - You will not be able to access the Offer Letter again if you close the window without saving your Offer Letter as the link will expire and will not be able to access the link to open offer page to download the offer letter.

Please click on the link below to review and accept your offer letter at the earliest using a desktop/laptop.
Click to Complete

Your Login Information:
Login Name: **pavankumarkonangi544@gmail.com**
(If you do not know your password, you can reset it by clicking here.)

If you have any questions about the details of your offer or about employment at Wipro, please reach out to manager.campus@wipro.com

Thanks and Regards,
Campus Offer Generation Team
|Global Campus Hiring Team| Wipro Limited|

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

unschool®

EMPLOYMENT AGREEMENT

This EMPLOYMENT Agreement (this **"Agreement"**) is made and executed on this **18th February 2022** at Hyderabad (hereinafter referred to as the **"Effective Date"**).

By And Between

Edupolis Technologies Private Limited, a company incorporated under the Companies Act, 2013 having CIN U72900TG2019PTC133380 and its registered office at Unschool, 2nd Floor, SNP Towers, 2nd Floor JANARDHANA HILLS SERILINGAMPALLY, Gachibowli, Hyderabad, Telangana 500032, India, represented by one of its director Mr. Rahul Varma ("Company" or "Employer" which expression shall, where the context so admits, include its heirs, successors, executors and permitted assigns);

And

S Avinash Guru Venkatesh, S/D/O **J Surulivel** aged about **22** years and presently residing at **5-75,Telephone colony,Sai nagar,Near Lingeshwar nagar,Tirupati 517501.** hereinafter referred to as the "Employee", which expression shall, unless it be repugnant to the context or meaning thereof, be deemed to mean and include his heirs, executors, administrators, permitted assigns and legal representatives).

WHEREAS:

A. In connection with the offer letter given by the Company dated **14th March 2022**, the Company desires to employ the Employee and the Employee accepts the employment of the Company.

B. In order to more clearly define the relationship between the Company and Employee, the Company and Employee desire to execute this Agreement; and

C. The Company's engagement and continual employment of the Employee is conditioned upon the Employee's express acceptance of and adherence to the terms set forth in this Agreement.

The Company and the Employee shall hereinafter be collectively referred to as **"Parties"** and individually as **"Party"**.

Words of

any gender are deemed to include those of the other gender such as "he" include "she".

IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED AND OF THE MUTUAL BENEFITS HEREIN PROVIDED, THE COMPANY AND THE EMPLOYEE AGREE AS FOLLOWS:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati

1. **Definitions:**

1.1 **"Affiliate"** shall mean a Person that directly or indirectly through one or more intermediaries' controls, or is controlled by, or is under common control with, a specified Person, provided that, in respect of an Employee, Affiliates shall include his relative (as is such term defined in the Companies Act, 2013). For purposes of this definition, "control" means the possession, directly or indirectly, of the power to elect more than 50% of the governing board of such Person or to direct to cause the direction of the management and policies of the Person, whether through ownership of voting securities, partnership or limited liability interests, non-profit membership, contract or otherwise.

1.2 **"Business"** shall mean and include (i) e-learning platform for students (iii) and such other business as the Company may start in the ordinary course of business;

1.3 **"Business Days"** shall mean days other than, Sunday and public holidays in Hyderabad;

1.4 **"Control"** shall mean, with respect to any Person: (i) the ownership of more than 50% (fifty percent) of the equity shares or other voting securities of such Person, (ii) the possession of the power to direct the management and policies of such Person, or (iii) the power to appoint a majority of the directors, managers, partners or other individuals exercising similar authority with respect to such Person by virtue of ownership of voting securities or management or contract or in any other manner, whether directly or indirectly, including through one or more other Persons; and the term **"Common Control"** and **"Controlled by"** shall be construed accordingly;

1.5 **"Non-Compete Period"** shall means the period commencing on from the Effective Date and expiring after 12 (twelve) months from the termination of employment of the Employee in terms of this Agreement;

1.6 **"Non-Competing Business"** shall mean and include any business which does not compete, either directly or indirectly, with the Business or any other business as conducted / engaged by the Company, its Subsidiaries and Affiliates, from time to time.

1.7 **"Person"** shall means an individual, an association, a corporation, a partnership, a joint venture, a trust, an unincorporated organization, a joint stock company or other entity or organization, including a government or political subdivision, or an agency or instrumentality thereof and/or any other legal entity;

1.8 **"Subsidiary"** shall have the meaning given to it under the Companies Act, 2013;

1.9 **"The standard working hours"** for the Employee will be 11:30 AM to 8:30 PM, 5-6 days in a week. In view of the Employee's position in the Company, the Employee shall effectively perform to ensure results and will be expected to work beyond the standard working hours to achieve the results, whenever the job so requires. Additionally, the Company may implement staggered work shifts, in rare cases of necessity. In such an event, the Employee shall abide by the change in the standard working hours as may be notified by the Company to accommodate such staggered shifts.

2. **Duties and Functions.**

2.1 Upon the commencement of this Agreement, the Employee shall occupy the position and perform the duties of **Operations Executive** of the Company. The Employee shall fulfill such general duties and responsibilities as are consistent with such position and as are assigned to him from time to time by the Company. Further, the Employee shall perform his duties and functions in such a manner as to achieve the goals set by the Company.

Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

2.2 The Employee agrees that he shall be posted at **Telangana, Hyderabad.** However, during employment with the Company, the Employee may be posted/ transferred at any place in India to any of the offices of the Company or Affiliates either existing or to be set up, without any additional remuneration at the sole discretion of the management of the Company.

2.3 The Employee shall devote all his business time, attention and energies to the Business.

2.4 The Employee agrees that he will, at all times, while performing services for the Company, devote his reasonable best efforts, skill and ability and shall perform his responsibilities in a competent and professional manner.

2.5 The Employee further agrees that during the term of this Agreement, he shall not render commercial or professional services of whatsoever nature to any person or organization, whether or not, for pecuniary gain.

2.6 The Employee agrees and undertakes that during the term of this Agreement, he shall not hold any position (whether directly or indirectly, for profit or not) in any company, organization, entities, partnership and/or joint venture without the prior written consent of the Company.

2.7 The Employee agrees to abide by the rules, regulations, human resource manual, stock option scheme, personnel policies and other policies of the Company and any change thereof which may be adopted by the Company from time to time (**"HR Manual"**).

3. Compensation and Benefits.

3.1 The Employee shall be entitled to the following compensations and benefits as given below:

3.1.1 **Remuneration:** The Employee shall be entitled to the remuneration as set out in detail in **SCHEDULE 1** annexed hereto.

3.2 **Reimbursement of Expenses.** Upon presentation of supporting documentation as may be reasonably satisfactory to the Company, the Company may as per the its policies, reimburse all business-related expenses incurred by the Employee in the performance of his duties hereunder, including, without limitation, those incurred in connection with business-related travel, boarding and lodging, telecommunications and entertainment in accordance with Company's policy in this regard.

3.3 **Withholding & Taxation.** The Remuneration (cost-to-company) paid to the Employee hereunder shall be subject to applicable taxes and the Company may withhold therefrom any amounts as are required to be withheld pursuant to applicable Law. Any tax liability arising in respect of payments made pursuant to the Agreement or income earned by the Employee while the Agreement is in effect shall be borne solely by the Employee. The Company shall only be responsible for withholding taxes from the payments made to the Employee pursuant to the Agreement and payment thereof to the credit of the government in accordance with the Income Tax Act, 1961.

3.4 **Leaves and benefits:** Subject to the applicable laws, the Employee shall be eligible for certain leaves such as casual leaves, sick leaves etc. The terms and conditions for such leaves is governed by the HR Manual of the Company and the Company reserves the right to modify the terms of such HR Manual without any consent of the Employee.

3.5 **Relocation Reimbursement Benefits:** Company shall reimburse as per norms for the expenses he/she and his/her family incur in relocating to the metropolitan area as required by the job in accordance with Company's Relocation Plan and/or as otherwise agreed by Company. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Relocation Reimbursement done by the company.

3.6 **Joining Bonus Benefits:** If employee shall be entitled to receive a joining bonus, the Joining Bonus will be paid no later than 30 days following the Joining Date. In the event that Employee's employment is terminated within one year following the Joining date (i) by Employee or (ii) by the Company, Employee shall and hereby does agree to repay the Company in full for the Joining Bonus.

4. Term of the Agreement.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

4.1. The Parties acknowledge that Employee's employment with the Company commenced on Effective Date and agree that it will continue unless terminated by either Party in accordance with the provisions of this Agreement ("**Term**"); Provided, however, that the employee agrees to serve the company for a minimum period of **6 months** from the effective date.

5. Termination of the Agreement.

5.1. Termination by Company for Cause;

5.1.1.The term "**Cause**" shall include;

a) Unauthorized leaves taken from the Company;
b) a material act of dishonesty, or fraud or other willful misconduct by the Employee that is detrimental to the pecuniary interests, reputation or goodwill of the Company, its Subsidiaries and Affiliates;
c) the Employee's consistent failure to reasonably render the services and perform his duties or breach of any material obligation as provided in this Agreement, which is not cured within 30 (thirty) days following the Employees receipt of written notice (include written letter or electronic mail) thereof in that behalf from the Company;
d) unethical business conduct in violation of the policies of the Company or any anti-corruption laws as applicable in India;
e) breach of any material statutory duty relevant to his role that, if capable of being cured and provided that such breach does not have a material adverse effect on the Company, has not been cured within 30 (thirty) days of the date of notice of such breach;
f) unauthorized material disclosure of any Confidential Information of the Company, its Subsidiaries and Affiliates; and
g) Conviction for any criminal offence.

5.1.2.The Company shall be entitled to terminate the services of the Employee for Cause immediately, without serving any notice period to Employee. Further the Company shall not give any severance package or monetary compensation to the Employee upon termination of Employment under Clause 5.1.

5.2. **Termination for Employee's Disability.** After the completion of training Period, if in the sole opinion of the Company, the Employee is unable to carry out the responsibilities and functions of the position held by Employee by reason of any physical or mental impairment for more than 30 (thirty) consecutive days or more than 90 (ninety) days in any twelve-month period, then, the Company may terminate Employee's services, subject to applicable law.

5.3. **Resignation by Employee.** Subject to applicable law and after the completion of Minimum Term, the Employee may, at his option, terminate this Agreement by serving the Company with prior 45 (Forty-Five) days written notice ("**Notice Period**") of his resignation from the Company. Parties understand the following:-

5.3.1. the Employee may request the Company to reduce the term of Notice Period and the Company may accept such request. Upon the occurrence of this event, mentioned in clause 5.3.1., the Company at no cost accept such request of the Employee;
5.3.2. the Company at its own discretion may also waive off term of Notice Period and compensate the Employee with such amount as it may deem fit.

5.4. **Termination due to Abscond of Employee:** Subject to the applicable law, if the Employee is absent from the office for a period of 3 days such employee shall be referred as Absconded Employee. The Company at its sole discretion terminates the employment of the Absconded Employee by serving notice to such Employee.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

5.5. **Termination before the completion of training Period:** Subject to applicable law and before the completion of training Period, the Company owing to the non-performance Employee, at its option, terminate this Agreement by serving the Employee with 1 (one) day prior written notice of his termination from the Company.

6. Effective Date of Termination. Notwithstanding anything in this Agreement, the termination of the Employee's services pursuant to this Agreement shall be effective:

6.1. 30 (thirty) days after the Company delivers to the Employee written notice of his termination by reason of the Employee's having become disabled as per Clause 5.2 above;

6.2. immediately upon the delivery of written notice to the Employee by the Company of his termination with Cause as per Clause 5.1;

6.3. the last working day of the Employee, where Employee delivers to the Company written notice of his resignation in accordance only with Clause 5.3 above. The Employee agrees that during such notice period Employee shall continue to perform his regular duties and will assist the Company. Further the Employee shall be relieved from his duties only after he hands over the Company's property and comply with the terms of full and final settlement policy.

6.4. the date mentioned in the termination notice issued by the Company, with respect to event occurred as per Clause 5.4 and 5.5 above.

7. Effect of Termination

7.1. **Effect of termination before the expiry of training Period:** If the employment of the Employees is terminated by the Company before the expiry of the training Period, the Employee shall receive only unpaid salary with respect to the number of days worked by the Employee. For the purpose of clarification, the Company shall not give severance package/salary to the Employee.

7.2. **Effect of termination before the expiry of Minimum Term:** If the Employee violates the Clause 4.1 of this Agreement i.e., Employee terminates this Agreement before the completion of Minimum Term, Employees agrees for the following:-

7.2.1 Shall pay a cost of training of INR **60,000/-** immediately; and
7.2.2 the Employee shall finish all the exit formalities as per the human resources policies/manual of the Company. The Company shall upon receipt of payment of Liquidated Damages, shall relieve the Employee from the duties, within 30 days from the date of payment of Liquidated Damages.

It is hereby clarified that, in the event, if the Employee fails to comply with the conditions mentioned in clause 7.2.1., and 7.2.1., he shall be known as bad leaver (**"Bad Leaver"**) the Company shall have a right to receive from the Employee such Liquidated Damages and unliquidated damages, as it may deem fit. Notwithstanding anything contained in this Agreement, upon an Employee becoming a Bad Leaver (including where the Employee's services are terminated for Cause), the Company shall be entitled to all remedies that may be available to it under applicable law.

7.3. **Effect of termination due to Absconding:** If the Employee is absconded, as stipulated under Clause 5.5 of this Agreement, the Company shall have a right to receive from the Employee such damages, as it may deem fit. Notwithstanding anything contained in this Agreement, the Company shall be entitled to all remedies that may be available to it under applicable law

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

8. Non-Disclosure of Confidential or Proprietary Information.

8.1. The Employee acknowledges that during the course of rendering services and performing his other duties under this Agreement, he will have and / or has had access to information about the Company and / or its Affiliates or otherwise in its possession and that his services with the Company shall bring

him into close contact with many confidential affairs of the Company and / or its Affiliates, including without limitation, information regarding the following:

8.1.1. management methods and operating techniques;
8.1.2. sales, advertising and marketing methods;
8.1.3. business and training techniques, manuals and procedures;
8.1.4. information regarding customers and products;
8.1.5. information regarding employees and personnel;
8.1.6. hardware systems and software programs;
8.1.7. trade secrets, business strategies, copyrights, designs, test methods, software and such other intellectual properties; and
8.1.8. information relating to the prior, current or contemplated products or services offered and information that the Employee has a reasonable basis to believe was accepted by the Company and / or Affiliates from any third party under obligations of confidentiality (collectively, the "**Confidential Information**").

8.2. In recognition of the foregoing, during and after the termination of this Agreement (regardless of the reason for any such termination) and until such time as the Confidential Information is generally published or is available to the general public other than through the Employee's unauthorized disclosure, the Employee shall not, without the prior written consent of the Company, disclose or use or make available for anyone to use (except in the course of rendering his services, or in furtherance of the business of the Company and Affiliates and as authorized in writing by the Company) any Confidential Information.

8.3. All documents, records, data, apparatus, equipment and physical property pertaining to the Company and / or its Affiliates, whether or not pertaining to Confidential Information, which are furnished to the Employee by the Company and/or its Affiliates or are produced by the Employee in connection with the rendering of services by the Employee hereunder will be and remain the sole property of the Company or the respective Affiliates (as the case may be).

8.4. The Employee will return to the Company or to the relevant Affiliate, all such materials and property, including any material or medium from which any Confidential Information may be ascertained or derived, as and when requested by the Company or the relevant Affiliate. In any event, the Employee will return all such materials and property immediately upon the termination of the Employee's services for any reason, as provided in this Agreement. The Employee will not retain any such material or property or any copies, compilations or analyses thereof after such termination.

9. Intellectual Property Rights.

9.1. All rights, title and interest in any intellectual property arising out of or in connection with the rendering of services by the Employee hereunder, including without limitation any copyrights, rights to derivative works, trade secrets, software, technologies, patents and any other intellectual property rights, created or conceived (including, but not limited to, any tools, designs or methodologies) during the employment of the Company under this Agreement whether or not in the Company's premises or using the Company's property or other proprietary rights therein, shall be considered as work for hire and shall be the absolute property of the Company ("Work for hire"). The Employee hereby, without further consideration, perpetually and irrevocably transfers, assigns and conveys all right, title and interest to such property (including, but not limited to, any moral rights) worldwide that the Employee may have or be entitled to under any law or equity whatsoever to the Company. To the maximum extent permitted by applicable law, the Company's rights herein associated with any such assignment shall not lapse for any reason whatsoever (other than as expressly agreed to by the Company), including but not limited to non-usage and / or non-enforcement of such right. At the Company's request, the Employee shall cooperate with the Company in completing any filings and processes, to perfect the Company's (or it's designates') ownership in intellectual property rights hereunder.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

9.2. This Clause 9 is subject to, and shall not be deemed to limit, restrict, or constitute a waiver by the Company of any rights of ownership to which the Company may be entitled to by operation of law by virtue of the Company or any of its affiliates being provided the services by the Employee in the manner contemplated by this Agreement.

10. **Non-Competition Restrictions and Non-Solicitation Restrictions.**

10.1. The Employee undertakes that without prejudice to any other duty implied by law, he shall not, either directly or through his Affiliates, during the Non-Compete Period, either personally or through an agent, company or through a partnership or as a shareholder of a private company or a public unlisted company, joint venture partner, collaborator, consultant, advisor, principal contractor or sub-contractor, director, trustee, committee member, office bearer or in any other manner whatsoever, whether for profit or otherwise:

10.1.1. be concerned or interested in any business in any manner whatsoever that directly or indirectly competes with the Business or any business in which the Company engages or plans to engage in at the time of termination of the employment of the Employee ("**Competing Business**");

10.1.2. be concerned in any business in any manner whatsoever that directly or indirectly competes with the business in which such Employee is materially involved as an employee of the Company after the Effective Date;

10.1.3. except on behalf of the Company, canvas or solicit business or customers for services similar to those being provided by the Company from any Person who is a customer of the Company;

10.1.4. induce or attempt to induce any customer/client of the Company to cease to be a customer/client, or to restrict or vary the terms of the contract to, the Company or otherwise interfere with the relationship between such a customer/client and the Company (save and except actions taken during the course of his employment with the Company in exercise of his power and authority as an employee of the Company and in, what he reasonably believes to be, in the interest of the Company);

10.1.5. he shall not, directly or indirectly, including by assisting others, solicit, recruit, induce or attempt to persuade (a) any Person then engaged by the Company as an employee, officer or director or so engaged within the preceding 12 month(s) period ("**Existing Employee**") to leave the employment of the Company; or (b) encourage any consultant, vendor or customer to reduce the quantum of business they do with the Company. It is clarified that the Employee shall be deemed to have breached and failed to comply with the provisions of this Clause 10.1.4 if the Employee directly or indirectly as an officer or director of another organization or otherwise, employ, engage or retain, an Existing Employee, if such employment or engagement arose on account of any act of the Employee.

10.2. The Parties recognize that the foregoing covenants in this Clause 10 and the time and other limitations with respect thereto, are reasonable as to duration and subject matter, properly required for the adequate protection of the value and goodwill of the Company, and agree that such limitations are reasonable with respect to the business of the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Tirupati, Tirupati-517 505

10.3. The Employee acknowledges and agrees that the compensation paid to him under this Agreement (as set out in Clause 3 above) along with the mutual agreements, covenants, representations and warranties set forth in the this Agreement is adequate consideration for the non-compete covenants contained in this Agreement and that the restrictions contained in this clause are considered reasonable for the legitimate protection of the Business and goodwill of the Company. However, in the event that such restriction shall be found to be void, but would be valid if some part thereof was deleted

or the scope, period or area of application were reduced, the above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid and effective.

10.4. The Employee acknowledges and agrees that the covenants and obligations with respect to non-competition and non-solicitation as set forth above shall not be construed to be a restraint of trade against the Employee and relate to special, unique and extraordinary matters, and that a violation of any of the terms of such covenants and obligations will cause the Company, irreparable injury. Each of such covenants contained in this Clause shall be construed as a separate covenant and if, in any judicial proceeding, a court shall refuse to enforce any of the separate covenants of this clause, then such covenant shall be deemed included herein only to the extent enforceable as permitted under the applicable Laws for the purpose of such proceeding or any other judicial proceeding to the extent necessary to permit the remaining covenants to be enforced.

11. **Warranties:**

11.1. Employee confirms and warrants that;

a) he has carefully read and fully understands all the provisions of this Agreement.

b) he has not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime (other than minor traffic offences), and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or threatened against him.

c) he has not been the subject of any adverse court judgment which threatens his solvency or substantially compromises his financial security.

d) by entering into this Agreement or performing any of the obligations under it, he will not be in breach of any court order or any express or implied terms of any contract or other obligation binding on him. The Employee further undertakes to indemnify the Company against any such claims, costs, damages, liabilities or expenses which the Company may incur if he is in breach of any such obligations.

e) in the performance of his obligations, the Employee will not utilize or make available to the Company or any of its Subsidiaries/Affiliates any Confidential Information of any third party or violate any obligation with respect to such information.

f) he has never been suspended, censured or otherwise been subjected to any disciplinary action or other proceeding, litigation or investigation by any state or governmental body or agency or any regulatory authority or self-regulatory organization.

11.2. This employment is on the basis that the information submitted by the Employee is complete and correct. The Employee agrees and acknowledges that if it is found that the information submitted is false or incomplete or that the Employee has concealed / suppressed certain material information which detrimentally impacts the Company, the Company may terminate employment without providing any notice or pay in lieu thereof in addition to other remedies available to the Company against the Employee under this Agreement and law.

12. Void or Unenforceable Restrictions. if any restriction or undertaking is found by any court or other competent authority to be void or unenforceable, the Parties shall negotiate in good faith to

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

replace such void or unenforceable restriction or undertaking with a valid provision which, as far as possible, has the same legal and commercial effect as that which it replaces.

13. **Breach.** If any breach or violation of the provisions, covenants warranties, the Employee agrees that damages alone are likely not to be sufficient compensation and that injunctive relief is reasonable and is likely to be essential to safeguard the interests of Company and that injunctive relief (in addition to any other remedies afforded by a court of equity) may (subject to the discretion of the courts) be obtained. No waiver of any breach or violation shall be implied from forbearance or failure by the Company to take action.

14. **Indemnities.** The Employee, at all times during the course of his employment in the Company (and even after the termination of this Agreement with respect to the terms contained herein) agrees to indemnify and keep indemnified the Company, as the case may be, against all losses, damages, claims, interests, costs, expenses, liabilities, proceedings and demands which the Company actually suffers or incurs as a direct result of acts or omissions of the Employee during the course of employment.

15. **Deductions.** The Employee agrees and acknowledges that the Company may, subject to applicable laws, at any time during the term of employment or cessation thereof, deduct from the Employee's salary, or final settlement, any outstanding loans, advances or overpayments.

16. **Entire Agreement; Termination of Prior Agreements.** This Agreement and the agreements and documents referred to herein contain the entire understanding of the Employee and the Company with respect to the services to be rendered by the Employee to the Company and supersede any and all prior understandings, written or oral, between the Employee and the Company and between the Employee and any Affiliate or predecessor of the Company. Any such prior understandings or agreements are hereby terminated and are of no further force and effect. This Agreement may not be amended, waived, discharged or terminated orally, but only by an instrument in writing, specifically identified as an amendment to this Agreement, and signed by the Employee and a duly authorized officer of the Company. By entering into this Agreement, the Employee certifies and acknowledges that he has carefully read all of the provisions of this Agreement and the rules and regulations of the Company and that he voluntarily and knowingly enters into this Agreement.

17. **Severability.** If any provision of this Agreement or the application thereof to any Person or circumstance shall be invalid or unenforceable to any extent for any reason including by reason of any law or regulation or government policy or any amendment thereof, the remainder of this Agreement and the application of such provision to Persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby, and each provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law. Any invalid or unenforceable provision of this Agreement shall be replaced with a provision, which is valid and enforceable and most nearly reflects the original intent of the unenforceable provision.

18. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Republic of India without regard to applicable conflicts of laws principles. The courts in Hyderabad shall have the exclusive jurisdiction in relation to all matters arising out of this Agreement.

19. **Notices.**

Any notice or other communication hereunder must be given in writing and either (a) delivered in person; (b) transmitted by facsimile, provided that any notice so given is also mailed as provided in clause (c); or (c) mailed, postage prepaid, as follows:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Company	Sai Rahul Varma G CEO & Director Edupolis Technologies Private Limited, Address: Unschool, 2nd floor, SNP Towers, 2nd Floor JANARDHANA HILLS SERILINGAMPALLY, Gachibowli, Hyderabad, Telangana 500032. Email: rahul@unschool.in
Employee	Name: **S Avinash Guru Venkatesh** Address: - 5-75,Telephone colony,Sai nagar,Near Lingeshwar nagar,Tirupati 517501 Email: avinashgv1svas@gmail.com Mobile: 9347237336

or to such other address or to such other Person as any Party shall have last designated by such notice to the other Parties. Each such notice or other communication shall be effective (i) if given by mail, three days after such communication is deposited in the mail with first class postage prepaid, addressed as aforesaid, (ii) if given by facsimile, when transmitted to the applicable number so specified in (or pursuant to) this Clause 19 provided that appropriate confirmation of receipt is generated by the facsimile and a duplicate copy is mailed, postage prepaid, or (iii) sent by electronic mail or if given by any other means, when actually delivered at such address.

20. Miscellaneous.

20.1 No delay or omission by the Company or the Employee in exercising any right under this Agreement shall operate as a waiver of that or any other right. A waiver or consent given by the Company or the Employee on any one occasion shall be effective only in that instance and shall not be construed as a bar or waiver of any right on any other occasion.

20.2 This Agreement may be modified or amended only by an instrument in writing executed by the Parties hereto and approved in writing by a duly authorized officer of the Company. The Parties hereto agree that in no event shall an oral modification of this Agreement be enforceable or valid.

20.3 The captions of the Clauses of this Agreement are for convenience of reference only and in no way define, limit or affect the scope or substance of any section of this Agreement.

20.4 The Employee has been provided with an opportunity to consult with the Employee's own counsel with respect to this Agreement.

20.5 Notwithstanding anything to the contrary contained elsewhere, the Company shall be entitled at all times to set off any amount owing at any time from the Employee against any amount payable at any time by the Company to the Employee pursuant to this Agreement.

20.6 The requirements and covenants of Clauses 8 (*Non-Disclosure of Confidential or Proprietary Information*), 9 (*Intellectual Property Rights*), 10 (*Non-Competition Restrictions and Non-Solicitation Restrictions*), 14 (*Indemnities*), 17 (*Severability*), 18 (*Governing Law*), 18 (*Dispute Resolution*), and 20

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

(Miscellaneous) and such other clauses which by their nature survive termination, shall survive and continue in full force and effect after the termination of this Agreement.

21. Internship Period.

21.1 The internship period will be for the 1st 3 months.

21.2 Salary for the Internship period i.e. for 1st 3 months will be INR 9500.

21.3 Salary for the training period i.e. 1st month will be held as training cost and released along with the 2nd month salary to the Employee.

22. Full time Employment.

22.1 The full time employment will start from the 4th Month.

IN WITNESS WHEREOF, EACH OF THE PARTIES HERETO HAS CAUSED THIS AGREEMENT TO BE DULY EXECUTED AND DELIVERED UNDER SEAL, BY ITS AUTHORIZED OFFICERS OR INDIVIDUALLY, AS OF THE DATE FIRST ABOVE WRITTEN.

EMPLOYEE:	COMPANY:
Name: S Avinash Guru Venkatesh	Name: Rahul Varma Title: CEO, Edupolis Technologies Pvt. Ltd.(Unschool)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
near C.Gollapalli, Tirupati-517 505

SCHEDULE 1

Remuneration breakup

- During the 1st 3 months, the employee is paid a base stipend of 9500 INR and up to 30,000 INR based on performance.

- Refer below for the split-up of the salary structure for the full-time role (after the internship period) at Edupolis Technologies Pvt Ltd. (Unschool).

Annexure

Automatic CTC Structure		
Particulars	**Monthly**	**Annual**
Basic Salary	6,000	72,000
House Rent Allowance	2,400	28,800
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	263	3,156
Gross Salary	**10,663**	**1,27,956**
Provident Fund *	992	11,904
ESIC	347	4,164
Gross Salary FIX	**12,002**	**1,44,024**
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	**12,002**	**1,44,024**
ESI Employee	**80**	**961**
PF Employee	**992**	
Professional Tax	-	
Take Home	**9,591**	

(* Subject to TDS deduction)

-Your CTC is Rs 1,44,024/-per annum as the fixed portion and +30,000 INR per month performance-based incentives for the operating year 2021-22 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

- Refer below for the split-up of the salary structure after completion of 6 months as an New Designation at Edupolis Technologies Pvt Ltd. (Unschool).

Name	DOJ	Designation
S Avinash Guru Venkatesh	14th March 2022	Operations Executive

Automatic CTC Structure		
Particulars	Monthly	Annual
Basic Salary	12,500	1,50,000
House Rent Allowance	5,000	60,000
Phone & Internet	2,000	24,000
Any Specific allowance [2]	-	-
Any Specific allowance [3]	-	-
Special Allowance	3,700	44,400
Gross Salary	**23,200**	**2,78,400**
Provident Fund	1,800	21,600
ESIC	-	-
Gross Salary FIX	**25,000**	**3,00,000**
Variable	-	-
Mediclaim	-	-
Bonus	-	-
Gratuity	-	-
Cost To Company [TOTAL]	25,000	3,00,000
ESI Employee	-	-
PF Employee	1,800	
Professional Tax	200	
Take Home	21,200	

(* Subject to TDS deduction)

-Your CTC is Rs 3,00,000/-per annum as the fixed portion and 2LPA performance-based incentives for the operating year 2021-22 payable monthly.

Other benefits

1. Gratuity will be paid by the Company as per the Rules of Payment of Gratuity Act 1972.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati (R)-517 505

APPOINTMENT LETTER

March 21, 2022

Dear Sri Bnadi,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Group of Institutions

relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Chittapalli, Tirupati-517 505

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

PRINCIPAL
Siddhartha Educational Academy
Group of Institutions
Tirupati-517 505

and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be* liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Sri Bnadi, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Sri Bnadi

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Total Cost to Company per annum	3,50,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

- For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

- This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

PRINCIPAL
Siddartha Educational Academy
Near C.Gollapalli Tanuku-534 211.

exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical Insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An Interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** Sri Bnadi 21/3/2022 7:27 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

India C :L32102KA1945PLC020800

23539331

APPOINTMENT LETTER

March 25, 2022

Dear Konangi Kumar,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

PRINCIPAL
Sri Padmavathi Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Colonali, Tirupati-517 505

and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be liable to*** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**

Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Konangi Kumar, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Konangi Kumar

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**

PRINCIPAL
...rtha Educational Academy
Group of Institutions

Total Cost to Company per annum	3,50,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Kollapalli, Tirupati-517 505

exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

PRINCIPAL
Siddartha Educational Academy
Near C.Gollapalli, Tirupati-517 505

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** Konangi Kumar 25/3/2022 5:55 PM
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

India C :L32102KA1945PLC020800

24108541



S.Pavan

APPOINTMENT LETTER

March 21, 2022

Dear PAVAN SAGILI,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be* liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**

Aparna Shallen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Kalikiri-517 505

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I PAVAN SAGILI, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: PAVAN SAGILI

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**

PRINCIPAL
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Total Cost to Company per annum	3,50,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

PRINCIPAL
Siddartha Educational Academy
Near C.Gollapalli, Tirupati-517 505

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

PRINCIPAL
Siddartha Educational Academy Group of Institutions
Near C.Gollapalli, Tirupati-517 505

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical Insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** PAVAN SAGILI 21/3/2022 9:31 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

India C :L32102KA1945PLC020800

22956410

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

March 21, 2022

Dear SANNAPANENI RAMYA,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

PRINCIPAL
Sreenidhi Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, In-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be* liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I SANNAPANENI RAMYA, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: SANNAPANENI RAMYA

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note In the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupathi

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

Base Medical Insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite

& transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** SANNAPANENI RAMYA 21/3/2022 10:04 PM
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:
Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India
T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

24108841

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear Sumanth Kumar Reddy,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

https://wipro.icims.com/forms?module=FormSection~showForm&view=hlm&form=Ellie_Offer_letter_template_2022&user=242407217&item=833449...

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear K Suneel,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

https://wipro.icims.com/forms?module=FormSection=showForm&view=him&form=Elite_Offer_letter_template_2022&user=242497278item=633449...

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear T Mohan,
Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

https://wipro.icims.com/forms?module=Forms&action=showForm&view=him&form=Elite_Offer_letter_template_2022&user=24240727&item=633449...

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

wipro

APPOINTMENT LETTER

April 5, 2022

Dear U Sai Kumar,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

https://wipro.icims.com/forms?module=FormSection=showForm&view=him&form=Elite_Offer_letter_template_2022&user=242497278&item=633449...

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear Vamsi Prakash,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

https://wipro.icims.com/forms?module=FormsSection=showForm&view=hlm&form=Ellie_Offer_letter_template_2022&user=24246727&item=833449...

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear Y Lekhya,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear A D Vamsi,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

https://wipro.icims.com/forms?module=FormSection=showForm&view=him&form=Ellis_Offer_letter_template_2022&user=242497278item=633449...

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear B Chaitanya,
Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear B Veni,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear G Sarathbabu,
Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

https://wipro.icims.com/forms?module=Forms&action=showForm&view=him&form=Elite_Offer_letter_template_2022&user=24249727&item=633449...

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear K Jayachandra,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear K BhanuPrakash Reddy,
Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

https://wipro.icims.com/forms?module=FormsEsellen=showForm&view=him&form=Ellie_Offer_letter_template_2022&user=24249727&item=833449...

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear N Nikitha Reddy,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear P M Grish,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear S Balaji,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

APPOINTMENT LETTER

April 5, 2022

Dear S Karthik,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as Project Engineer. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

https://wipro.icims.com/forms?module=FormsAction=showForm&view=him&form=Elite_Offer_letter_template_2022&user=24249727&item=633449...

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEX 1

PRIVATE INFORMATION

You agree with Capgemini Engineering that:

the work to which I am assigned is and will be of a private nature, and in connection with the performance of my assignment on behalf of Capgemini Engineering, its subsidiaries and affiliates (together with their predecessors and successors, the "Company"), the Company may make available to me information of a private nature as to the Company and the Company's clients' and prospective clients' business, strategies, methodologies,operations, technologies (including computer software), financial affairs, organizational and personnel matters, policies, procedures, trade secrets, programs, operations, clients, prospective clients, employees and other non-public matters, including those concerning third parties ("Private Information"). I agree that I will receive in strict confidence all such Private Information belonging to the Company or to its clients or prospective clients. I further agree to use my best efforts to maintain and to assist the Company in maintaining the confidentiality of all such Private Information, and to prevent it from coming into unauthorized hands.

I further agree that:

I. I will neither copy nor distribute any material, or other information constituting Private Information which comes into my possession as result of my assignment with the Company, other than for the Company use;

II. I will not during the period of my assignment with the Company nor at any time thereafter, directly or indirectly, disclose to others and/or use for my own benefit or for the benefit of others, Private Information acquired by me during the period of my assignment, except to the extent as may be reasonably necessary in the ordinary course of performing my duties as an Intern of the Company;

III. I will not disclose to the Company or attempt to induce the Company to use any Private Information or material to which the Company is not entitled;

IV. Upon termination of my internship with the Company, I will return to the Company or to the client or prospective client all materials and information that constitutes Private Information and any copies thereof and certify to the Company that I no longer have any rights to such materials or information, and I will represent that the original and all copies of such materials and information have been returned to the Company or to the client or prospective client.

V. I agree to abide by the ISMS policies and procedures as published by the organization from time to time.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEX 2

INTELLECTUAL PROPERTY

I agree that all such inventions, software, manuscripts, documentation, improvement or other intellectual property shall be and remain the sole and exclusive property of the Company. I hereby agree to execute such assignments and other documents as the Company may consider appropriate to vest all right, title and interest therein to the Company. This provision does not apply to an invention for which no equipment, supplies, facility, or trade secret information of the Company was used and which was developed entirely on the my own time, unless (a) the invention relates (i) directly to the business of the Company or (ii) to the Company's actual or demonstrably anticipated research or development or (b) the invention results from any work performed for the Company. I agree that all services performed for the Company shall be the original work and shall not incorporate any third party materials or work in any third party asserts an ownership interest without the express written consent of the Company

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Capgemini Engineering

UNDERTAKING & ACKNOWLEDGEMENT ("Undertaking")

I the undersigned, with reference to my acceptance of the internship opportunity with Capgemini Engineering do hereby unequivocally agree to abide by the Company's policy and further undertake as follows and execute this Undertaking & Acknowledgement ("Acknowledgment"):

1. I have been explained and provided an understanding of the company policies, and I do hereby undertake and state that during my internship with Capgemini Engineering, I shall adhere to the company policies, included but not limited to knowledge sharing, safeguarding of Company's and Client's intellectual property and copyright, code of conduct, ISMS etc. .

2. I agree to act in accordance with all of the provisions of the policies of the Company, and to safeguard all of the knowledge and information I receive in the course of my internship with the company, whether it is the property of Capgemini Engineering, its client, or some other entity which makes such knowledge or information available.

3. I will not use any knowledge, trade secrets or other information of the company or its clients including, except for the purpose of the work I am allotted in the course of my duties or as otherwise permitted by the company. Confidential Information does not extend to information already in the public domain unless such information arrived there by unauthorized means.

4. Without limiting the previous clause I undertake that I will not, nor will I attempt to:

a. Remove or take any such Confidential Information; or

b. Disclose Confidential Information to any third party other than in the proper course of my duties or as otherwise permitted by the company; or

c. Gain personal advantage from trading in or on the basis of Confidential Information; or

d. Cause or procure any other person to deal in the securities of any company on the basis of Confidential Information

e. Obtain nor claim any ownership interest in any knowledge or information obtained from Capgemini Engineering and its Clients.

5. Post termination of my internship with the Company, I recognize that I cannot disclose to any future employer, or use for my own purposes any Confidential Information I may have access to during my internship tenure with the Company.

6. I undertake to duly return all the assets received by me from the Company on the last day of my internship with the Company as may be identified. In the event I fail to return any of the Company assets, the Company is at liberty to take appropriate steps to recover the same including but not limited to withholding my stipend and deducting the suitable amount as may be recoverable.

7. Subject to Clause 8 below, I agree that any dispute arising out of this undertaking & acknowledgment ('Acknowledgment'), the Company and myself will make best efforts to settle by mutual conciliation any claim, dispute or controversy ("Dispute") arising out of, or in relation to, this Agreement, including any Dispute with respect to the existence or validity hereof, the interpretation hereof, or the breach hereof. All disputes, differences and/or claims arising out of these presents or as to the construction, meaning or effect hereof or as to the rights and liabilities of the Parties hereunder and which cannot be settled by mutual conciliation shall be referred to Arbitration to be held in Bangalore in English Language in accordance with the Arbitration and Conciliation Act 1996, or any statutory amendments thereof and shall be referred to a sole Arbitrator to be appointed by Capgemini Engineering. The award of the Arbitrator shall be final and binding on the Parties.This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Bangalore only shall have exclusive jurisdiction.

8. Notwithstanding the provisions of Clause 4, I agree that damages or an account of profits may be inadequate compensation for breach of this Acknowledgment and the company may seek an injunction or similar remedy to restrain any conduct or threatened conduct which is or may be a breach of this Acknowledgment.

9. This Acknowledgment is governed by the laws of Bangalore, India. Each party submits to the non-exclusive jurisdiction of courts exercising jurisdiction there in connection with matters concerning this Acknowledgment.

I HAVE READ & UNDERSTOOD THE ABOVE ACKNOWLEDGEMENT AND AGREE TO BE BOUND BY ITS TERMS

Signature

Date

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

I,_____ _____residing at _____ _____ _____, do hereby provide my express consent to the Company Global Edge Software Limited, having its registered office at Global Village, RVCE Post Mysore Road Bengaluru – 560059, Karnataka, India (hereinafter referred to as the "Company", which expression shall unless repugnant to the context or meaning thereof mean and include its successors, nominees, assigns and administrators) as follows:

1. That I acknowledge and provide my consent to the Company to collect, store, process, transfer and share my personal information and sensitive personal data or information and information of my dependents wherever applicable, (including sensitive personal information like bank accounts, PAN, blood group, biometric information, medical record, email addresses etc.) for purposes deemed appropriate by the Company from time to time, including but not limited to:

   a) for the purpose of verifying the information submitted by me basis which I have been made an offer of employment,
   b) stipend processing
   c) law enforcement agencies,
   d) to comply with a judicial/quasi judicial order,
   e) auditor (including internal auditors, statutory auditors or Capgemini Engineering clients or their auditor) for the purpose of audit,
   f) insurance companies for the purpose of group insurance, personal accident insurance etc.
   f) service providers providing services for biometric access to office premises for monitoring attendance.

2. Further, I also acknowledge and provide my consent to the Company to transfer and share (within India and outside of India) such information with:
   a. affiliates of the Company for administrative purposes and/or audit;
   b. clients/prospects in relation to any staff augmentation assignments.

3. That I agree and confirm that this consent letter shall be construed in accordance with the laws of India and the courts in Bangalore shall have exclusive jurisdiction to adjudicate upon any dispute that may arise in relation to this Consent Letter.
4. That should any provisions of this consent letter be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this consent letter shall not be affected or impaired thereby.
5. I hereby declare that the execution of this consent letter has been done out of my own free will and consent and without any undue force or coercion in any manner whatsoever.
6. I am aware that I have the right to access and rectify my sensitive personal data or information provided to the Company and corresponding obligation to immediately update my sensitive personal data or information inCompany's records in the event of any change.
7. I am aware that Company has adopted security practices and procedure to ensure that the information collected is secure and these are available on the Company's intranet.

This consent letter shall come into force immediately upon its execution by me.

Name:
Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Capgemini

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

Superset ID: 2306579

Letter of Intent ("LOI")

Dear Arul Ravikumar, (Arul Ravikumar) -> Ravi Kumar Arul Kumar

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

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 6263406/1480508,

08/16/2022,

Chaitanya B

Confidential

Dear Chaitanya B,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Aricent Technologies (Holdings) Limited ('Capgemini Engineering' or 'Company') starting from 09/15/2022 (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be Associate I/A4.

B) You will be required to work at the Company's offices in CGE_Bangalore.

C) You have to report by 8:30 am at CGE_Bangalore office, for joining formalities and contact security at the main gate for your entry pass at:

Address
#18/1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Capgemini

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

Superset ID: 1769334

Letter of Intent ("LOI")

Dear Vemula , Vemula Reshma.

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

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

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

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

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

Upon accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

Upon joining Capgemini,

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

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

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

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

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

We look forward to hearing from you. Should you have any query, please do not hesitate to contact fresherhiring.in@capgemini.com, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1769334**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1769334**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1769334**

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

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE 1

Vemula
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 6253406/1480508,

08/16/2022,

Haseena Begum D

Confidential

Dear Haseena Begum D,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Ariosnt Technologies (Holdings) Limited ('Capgemini Engineering' or 'Company') starting from 09/15/2022 (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be Associate I/A4.

B) You will be required to work at the Company's offices in CGE_Bangalore.

C) You have to report by 8:30 am at CGE_Bangalore office, for joining formalities and contact security at the main gate for your entry pass at:

Address
#18/1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 6263408/1480508,

08/16/2022,

Jyothi Priya M

Confidential

Dear Jyothi Priya M,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Ariant Technologies (Holdings) Limited ('Capgemini Engineering' or 'Company') starting from 09/15/2022 (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be Associate I/A4.

B) You will be required to work at the Company's offices in CGE_Bangalore.

C) You have to report by 8:30 am at CGE_Bangalore office, for joining formalities and contact security at the main gate for your entry pass at:

Address
#18/1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Gollapalli, Tirupati-517 505

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 6253406/1480508,

08/16/2022,

Karunakar B

Confidential

Dear Karunakar B,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Aricent Technologies (Holdings) Limited ('Capgemini Engineering' or 'Company') starting from 09/15/2022 (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be Associate I/A4.

B) You will be required to work at the Company's offices in CGE_Bangalore.

C) You have to report by 8:30 am at CGE_Bangalore office, for joining formalities and contact security at the main gate for your entry pass at

Address
#16/1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli Tirupati-517 505

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 6263406/1480508,

08/16/2022,

Lathish Teja S

Confidential

Dear Lathish Teja S,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Aricent Technologies (Holdings) Limited ('Capgemini Engineering' or 'Company') starting from 09/15/2022 (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be Associate I/A4.

B) You will be required to work at the Company's offices in CGE_Bangalore.

C) You have to report by 8:30 am at CGE_Bangalore office, for joining formalities and contact security at the main gate for your entry pass at:

Address
#18/1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 6263406/1480508,

08/16/2022,

Navya Sree B

Confidential

Dear Navya Sree B,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Aricent Technologies (Holdings) Limited ('Capgemini Engineering' or 'Company') starting from 09/15/2022 (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be **Associate I/A4.**

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

C) You have to report by 8:30 am at **CGE_Bangalore** office, for joining formalities and contact security at the main gate for your entry pass at:

Address
#18/1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 6263408/1480508,

08/16/2022,

Sai Prasanna V

Confidential

Dear Sai Prasanna V,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Aricent Technologies (Holdings) Limited ('Capgemini Engineering' or 'Company') starting from 09/15/2022 (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be Associate UA4.

B) You will be required to work at the Company's offices in CGE_Bangalore.

C) You have to report by 8:30 am at CGE_Bangalore office, for joining formalities and contact security at the main gate for your entry pass at:

Address
#18/1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 6293408/1480508,

08/16/2022,

Satish P

Confidential

Dear Satish P,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Aricent Technologies (Holdings) Limited ('Capgemini Engineering' or 'Company') starting from 09/15/2022 (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be Associate I/A4.

B) You will be required to work at the Company's offices in CGE_Bangalore.

C) You have to report by 8:30 am at CGE_Bangalore office, for joining formalities and contact security at the main gate for your entry pass at:

Address
#1&1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

EMPLOYMENT OFFER LETTER

Capgemini Engineering Ref: 6263406/1480508,

08/16/2022,

Sowjanya K

Confidential

Dear Sowjanya K,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Aricent Technologies (Holdings) Limited ('Capgemini Engineering' or 'Company') starting from 09/15/2022 (or such other date as may be communicated to you by the Company), as per details given below

A) Your current designation will be Associate I/A4.

B) You will be required to work at the Company's offices in CGE_Bangalore.

C) You have to report by 8:30 am at CGE_Bangalore office, for joining formalities and contact security at the main gate for your entry pass at:

Address
#18/1, Outer Ring road, Panathur Post,
Bangalore, India 560 103

Please note that your name mentioned in the offer letter will be used to create your employee records in Capgemini Engineering & the same will be continued for all the communication & Company documentation purpose. In case you need a change in the name; please contact your recruiter before your DOJ. Please note that post joining, no changes can be made. The name provided by you should match with the documents submitted to the Company at time of joining, such as Education certificate, Experience letters, Relieving letters, PAN card, Passport, etc.

D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 400,010.00 (Rupees Four Lakh And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Opp: C.Gollapalli, Tirupati-517 505

INTERNSHIP OFFER

Ref.:6278122/ 1485556,
Date:08/22/2022,

Dear Padamatikona Susmitha,

As per our discussion with you, we are pleased to inform you that you have been provided the opportunity to pursue your internship with "**Global Edge Software Limited**"("Capgemini Engineering" or "Company") during the period 08/22/2022 till 02/21/2023

You have to report by 8:30 am at office, for joining formalities and contact security at the main gate for your entry pass at

Address
Global Village, RVCE Post, Mysore Rd
Bengaluru, Karnataka 560059

During the period of your internship, you will be entitled to an internship stipend of Rs. 14,000.00 /month. Please note aside from the stipend amount, you will not be entitled to any other re-imbursements or allowances.

Please note that your internship will not imply any kind of employment regular or contractual and the purpose is solely to facilitate your learning. We reserve the right to cancel/terminate the internship without notice and assigning any reason thereto.

Private Information Policy — You will be bound by the Capgemini Engineering Private Information Policy as described in Annex 1 for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

Intellectual Properties — Additionally, you will also be bound by the Capgemini Engineering policy with respect to Intellectual Property as described in Annex 2

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

Note:

1.	The stipend processing will be as per Company policy notified from time to time.
2.	You must provide a valid bank account no. where you wish your stipend to be remitted and Permanent Account Number (PAN)/ AADHAR as identity and address proof. You are expected to provide accurate and correct information failing which Company shall not be responsible for any issue arising out of supplying of erroneous remittance information.
3.	During your internship in the Company, you are expected to adhere to the applicable Company policies and processes, failing which the Company has liberty to take appropriate steps.

You are required to treat this letter and its contents as strictly confidential and should not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without our prior written consent.

At Capgemini Engineering, one of our goals is to afford all its interns the hands-on experience of its business operations, processes and services. Capgemini Engineering values your abilities and believes it can provide you with an atmosphere in which you can develop your professional talents to the fullest.

As acceptance of this internship with the Company, please sign in the space provided below and return a duplication version of this letter immediately to us within fifteen (15) days from the date of this letter.

Our internship opportunity shall automatically lapse unless you confirm your acceptance of it and return a copy to us within the prescribed time.

Yours sincerely,
For Global Edge Software Limited



Naganagouda S J

Vice President – Human Resources

I accept the above offer on the terms indicated

Signature

Date

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

M

Capgemini congratulates you on your selection and presents you our Letter Of Intent

1 message

Capgemini via Superset <notifications@email.joinsuperset.com> Thu, 7 Apr 2022 at 2:12 pm
To: p68183051@gmail.com



Dear RALLAPALLI PRASANNA KUMAR NAIDU,

At Capgemini, we work with the world's leading brands to enhance and transform the way they do business. We do this with passion. And we do this by applying the human touch to business and technology. In fact, passionate people are Capgemini's ace of spades.

During our interaction with you, we found you to be equally passionate about what you do. We are pleased to announce you have successfully cleared our initial selection process and been shortlisted for a suitable position with us. This decision is purely based on your merit and performance during your interactions with us.

As the next step in taking your candidature ahead, please go to **Job Profile Tab** and complete the process of accepting the Letter of Intent.

We request you to ensure that you complete all the pre requisite information as well as update all the required documents asked during the course of this process before Apr 15, 2022 11:59 PM IST.

To ensure ease of process, please find below list of documents that would be needed to complete the process:

- Passport size photo
- SSC & HSC Certificate
- Graduation Marksheets
- Graduation Degree Certificate/Provisional Degree* (If applicable)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 503

- Government ID Proof (Aadhar Card/ Driving License/ Passport/ Voter ID)
- Diploma Marksheets(If applicable)
- Diploma Certificate(If applicable)
- Post-graduation Marksheets* (If applicable)
- Post-graduation Certificate*(If applicable)

*Please note that if you have completed your diploma/graduation/post-graduation it is mandatory to upload all semester marksheets and degree certificate.

Note the following points while completing the process :

- Marksheets should be scanned and uploaded semester/year wise only
- Kindly ensure all documents are clearly scanned and uploaded in PDF/JPEG/JPG/PNG format only
- Maximum file size limit is 4MB
- The file nomenclature should be (FirstName LastName DocumentName)

Kindly Refer to below examples for document nomenclature:

Example 1: Rahul Singh is currently in 7th semester Engineering from ABC college. The documents Rahul would upload be as follows : Click here to see the Example

Example 2: Arnab Chakraborty is currently in 7th semester Engineering from ABC college. He has joined ABC college via Lateral entry in 2nd year having done Diploma after SSC. The documents Arnab would upload be as follows : Click here to see the Example

Example 3: Aditya Sharma is currently in 4th semester MCA from ABC college. The documents Aditya would upload be as follows : Click here to see the Example

Example 4: Tanvi Sharma has completed her Graduation from ABC college. The documents Tanvi would upload be as follows : Click here to see the Example

Do reach out to us on fresherhiring.in@capgemini.com in case of any queries.

Thank you for interviewing with Capgemini. We invite you to explore an exciting career journey with us and look forward to having you onboard soon!

Love your career. Ace your career at Capgemini.

University Hiring & Relations Team

Go to Offer Page

Capgemini

Stay Connected. Stay Updated.

Click here to view the recruitment disclaimer.

To view our candidate privacy notification please click here

The information contained in this message is strictly internal and confidential.
Copyright© 2020. All rights reserved by Capgemini.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear M. Durganadh,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date. you will get Call Letter with below details:
Title: **EV Engineer**
Date of Joining, Reporting Time: **We will update via mail Communication**
Package: **2.4lakh to 3.0lakh per annum based on training performance.**

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G. Nag

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 **Mail:** contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com **Locations:** India [illegible]

SAGAR
SOFTWARE SOLUTIONS

Dear A. Vamsi Krishna Reddy,

Following our recent discussions, we are delighted to offer you the position of **EV Engineer** at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: **EV Engineer**
Date of Joining, Reporting Time: **We will update via mail Communication**
Package: **2.4lakh to 3.0lakh per annum based on training performance.**

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G. Navin

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 **Mail:** contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com **Locations:** India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear Trimcheri Sai Prakash,

Following our recent discussions, we are delighted to offer you the position of **EV Engineer** at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: **EV Engineer**
Date of Joining, Reporting Time: **We will update via mail Communication**
Package: **2.4lakh to 3.0lakh per annum based on training performance.**

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G. Naveen

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 **Mail:** contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com **Locations:** India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

SAGAR
SOFTWARE SOLUTIONS

Dear S. Salma,

Following our recent discussions, we are delighted to offer you the position of **EV Engineer** at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: **EV Engineer**
Date of Joining, Reporting Time: **We will update via mail Communication**
Package: **2.4lakh to 3.0lakh per annum based on training performance.**

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G. Naik

SAGAR SOFTWARE SOLUTIONS PVT. LTD. SAGAR

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 **Mail:** contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com **Locations:** India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

SAGAR
SOFTWARE SOLUTIONS

Dear Vidadala Bhavitha,

Following our recent discussions, we are delighted to offer you the position of **EV Engineer** at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: **EV Engineer**
Date of Joining, Reporting Time: **We will update via mail Communication**
Package: **2.4lakh to 3.0lakh per annum based on training performance.**

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Best regards,

G. Nagesh

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 **Mail:** contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com **Locations:** India | Singapore | Dubai

SAGAR
SOFTWARE SOLUTIONS

Dear Vutla Venkatasai krishna,

Following our recent discussions, we are delighted to offer you the position of **EV Engineer** at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: **EV Engineer**
Date of Joining, Reporting Time: **We will update via mail Communication**
Package: **2.4lakh to 3.0lakh per annum based on training performance.**

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G. Nagaraju

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 **Mail:** contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com **Locations:** India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear Ravi Tejaswini,

Following our recent discussions, we are delighted to offer you the position of **EV Engineer** at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: **We will update via mail Communication**
Package: **2.4lakh to 3.0lakh per annum based on training performance.**

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:

1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G. Harika

SAGAR SOFTWARE PVT. LTD.

HR Manager
Sagar Software Solutions Pvt. Ltd.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Phone Number: 9010182666 **Mail:** contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com **Locations:** India | Singapore | Dubai

19-83/2, Shiva Priya Complex, Mahendra nagar, Gollapudi,
Vijayawada - 521225
contact@sagarsoftwaresolution.com

SAGAR
SOFTWARE SOLUTIONS

Dear A. Animeswara Reddy,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.Nag

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-83/2, Shiva Priya Complex, Mahendra nagar, Gollapudi,
Vijayawada - 521225
contact@sagarsoftwaresolution.com

SAGAR
SOFTWARE SOLUTIONS

Dear P. MAMATHA,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.Naga Prasad

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear C. Reddappa Reddy,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.Nagasagar

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear G. Krishna Veni,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.N...

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear G. Chaitanya Reddy,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.Naga Sagar

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-83/2, Shiva Priya Complex, Mahendra nagar, Gollapudi,
Vijayawada - 521225
contact@sagarsoftwaresolution.com

SAGAR
SOFTWARE SOLUTIONS

Dear C. Subramanyam,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.N... NAGAR

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Kothakommadhi, Tirupati-517 502

SAGAR
SOFTWARE SOLUTIONS

Dear N. NIKITHA Reddy,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Best regards,

G. Nagaraju

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

SAGAR
SOFTWARE SOLUTIONS

Dear R. Kavi,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Best regards,

G.N...

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

SAGAR
SOFTWARE SOLUTIONS

Dear M. Praveen Kumar Reddy

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.N...

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-83/2, Shiva Priya Complex, Mahendra nagar, Gollapudi,
Vijayawada - 521225
contact@sagarsoftwaresolution.com

SAGAR
SOFTWARE SOLUTIONS

Dear S. Pavan kumar Reddy,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.Naga

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-83/2, Shiva Priya Complex, Mahendra nagar, Gollapudi,
Vijayawada - 521225
contact@sagarsoftwaresolution.com

SAGAR
SOFTWARE SOLUTIONS

Dear B. Durga prasad Reddy,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.N...

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-83/2, Shiva Priya Complex, Mahendra nagar, Gollapudi,
Vijayawada - 521225
contact@sagarsoftwaresolution.com

SAGAR
SOFTWARE SOLUTIONS

Dear Kamasani Nagarjuna Reddy,

Following our recent discussions, we are delighted to offer you the position of **EV Engineer** at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:-
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G. Naidu

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-83/2, Shiva Priya Complex, Mahendra nagar, Gollapudi, Vijayawada - 521225
contact@sagarsoftwaresolution.com

Scanned with Oken Scanner

SAGAR
SOFTWARE SOLUTIONS

Dear Jk. Sasi kumar,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.Naga Sagar

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-83/2, Shiva Priya Complex, Mahendra nagar, Gollapudi,
Vijayawada - 521225
contact@sagarsoftwaresolution.com

SAGAR
SOFTWARE SOLUTIONS

Dear S. Ramya I

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.Naga Raju

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear B. Venkata krishna ,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.Naga [illegible]

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear G. Raja Sekhar,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.N

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear P. Mohitha,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.N...

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear Mk.chaitanya,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.N

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-83/2, Shiva Priya Complex, Mahendra nagar, Gollapudi, Vijayawada - 521225
contact@sagarsoftwaresolution.com

SAGAR
SOFTWARE SOLUTIONS

Dear K. Yaswanth,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G. Naga [illegible]

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear A. Vara prasad Reddy,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.Naga [illegible]

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear P. Adilakshmi,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.N...

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear V. Murali,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G. Nagarjuna

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear Shaik Asif,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.Naga [illegible]

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

SAGAR
SOFTWARE SOLUTIONS

Dear M.Nanditha,

Following our recent discussions, we are delighted to offer you the position of EV Engineer at Sagar Software Solutions Private Ltd. On joining Sagar Software Solutions, 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 Sagar 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 Sagar Software Solutions. 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.

On joining date, you will get Call Letter with below details:
Title: EV Engineer
Date of Joining, Reporting Time: We will update via mail Communication
Package: 2.4lakh to 3.0lakh per annum based on training performance.

Following the offer letter, a progression and performance review will be conducted on a yearly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise. You are not entitled to take any leaves during the three months' probation period. Any leaves taken will be considered as Loss of pay. This arrangement may be terminated by either party upon notice in writing to either party with notice period that complies with Employment Standards (or Labor Standards) for India. We look forward to meeting you on above mentioned "Date of Joining & Reporting Time" at our office and we assure that Sagar Software Solutions atmosphere is successful and mutually challenging and rewarding.

Note:
1) A non-adherence to this clause will not be eligible to get to the offer and relieving letter from the organization during your exit.
2) The above will be applicable once you receive the Call letter after joining on the above date mentioned.

Best regards,

G.N...

HR Manager
Sagar Software Solutions Pvt. Ltd.
Phone Number: 9010182666 Mail: contact@sagarsoftwaresolution.com
Website: www.sagarsoftwaresolution.com Locations: India | Singapore | Dubai

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

JioSign Document ID: c0a81b29-84f2-1ef2-8185-152d611811a4

Shopsense Retail Technologies Ltd.
(Formerly known as Shopsense Retail Technologies Pvt Ltd)
1st Floor, Wework Vijay Diamond, Opp. SBI branch,
Cross Rd B, Kondivita, Andheri East, Mumbai 400 093
MOB: +91 9321 938 025 | CIN: U52100MH2012PLC236314

14-Dec-2022

K Harikumar Reddy
KaDno:2/47, M.R Palli Chittoor,
Tirupati, Andhra Pradesh - 517502

Subject: Letter of Appointment

Dear **K Harikumar ,**

Congratulations and Welcome to Shopsense Retail Technologies Limited (**"Fynd/Company"**)! We are delighted to have you on board as a **Graduate Quality Engineer** in the **Jio Commerce Platform** team.

As you are aware, your appointment with the organization is subject to a minimum probationary period of 3 months, which shall end on **08-Mar-2023**. The organization is fully committed to assisting You in your endeavors to advance and optimize your potential.

You are requested to carefully read the terms of your engagement with Fynd as set out in **Annexure A** and sign the duplicate copy of this letter as a token of your acceptance of the same.

Yours sincerely,

For and on behalf of
Shopsense Retail Technologies Limited

Farooq Adam Mukadam
Whole Time Director

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

JioSign Document ID: c0a81b29-84f2-1ef2-8185-152d611811a4

Shopsense Retail Technologies Ltd.
(Formerly known as Shopsense Retail Technologies Pvt Ltd)
1st Floor, Wework Vijay Diamond, Opp. SBI branch,
Cross Rd B, Kondivita, Andheri East, Mumbai 400 093
MOB: +91 9321 938 025 | CIN: U52100MH2012PLC236314

Annexure A

This Employment Agreement ("**Agreement**") is entered between **Shopsense Retail Technologies Limited** ("**Fynd/Company**") and K HARIKUMAR REDDY ("**You**") on the date mentioned herein above in the Letter of Appointment.

1. **TERMS**

a. As an employee of Shopsense Retail Technologies Limited ("**Fynd/Company**"), You shall perform your duties and responsibilities in an ethical, professional, and diligent manner and to the best of your ability. You shall comply with all applicable laws and the Company's rules and policies, as they may be amended from time to time, and shall act at all times in the best interests of the Company.

b. You will serve a minimum probation period of 3 (three) months with effect from your joining date as mentioned in your Letter of Intent. At the end of the said period, your appointment may be confirmed or terminated at the sole discretion of the Company.

c. You will be entitled to the following benefits & emoluments, subject to income tax and professional tax as applicable:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

JioSign Document ID: c0a81b29-84f2-1ef2-8185-152d611811a4

Shopsense Retail Technologies Ltd.
(Formerly known as Shopsense Retail Technologies Pvt Ltd)
1st Floor, Wework Vijay Diamond, Opp. SBI branch,
Cross Rd B, Kondivita, Andheri East, Mumbai 400 093
MOB: +91 9321 938 025 | CIN: U52100MH2012PLC236314

SALARY STRUCTURE: Total Gross Annual Salary: INR 6,00,000/-

Salary Heads	Per Month (Rs.)	Annual (Rs.)
Basic Salary	24,100	289,200
House Rent Allowance	12,050	144,600
Transport Allowance	1,600	19,200
Medical Allowance	1,250	15,000
Leave Travel Allowance	4,017	48,200
Children Education / Hostel Allowance	600	7,200
Telephone / Internet Allowance	1,500	18,000
Other Allowances	3,083	37,000
Gross Salary	**48,200**	**578,400**
Employee Deductions		
Provident Fund	1,800	21,600
ESIC	0	0
MLWF	0	0
Profession Tax	200	2,500
Net Salary	**46,200**	**554,300**
Employer Contribution		
Provident Fund	1,800	21,600
ESIC	0	0
MLWF	0	0
CTC	**50,000**	**600,000**

K HARIKUMAR REDDY

15.12.2022 17:31
K HARIKUMAR REDDY

Note: Tax Deduction at Source (TDS): As per the applicable law

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

d. You would also be entitled to claim certain reimbursements under the Company's existing policies & procedures, as may be applicable.

e. You shall devote your full time and attention to the business of the Company during the period of your employment and shall not, during such period, be engaged in any other business activity, whether or not such business activity is for pursuing gain, profit or other pecuniary or non-pecuniary advantages or purposes, without the prior written and informed

JioSign Document ID: c0a81b29-84f2-1ef2-8185-152d611811a4

Fynd

Shopsense Retail Technologies Ltd.
(Formerly known as Shopsense Retail Technologies Pvt Ltd)
1st Floor, Wework Vijay Diamond, Opp. SBI branch,
Cross Rd B, Kondivita, Andheri East, Mumbai 400 093
MOB: +91 9321 938 025 | CIN: U52100MH2012PLC236314

consent of a director of the Company. While you render services to the Company, you will not assist any person or organization in competing with the Company, in preparing to compete with the Company or in hiring any employees of the Company or otherwise engage in any activity that represents a conflict of interest with the best interests of the Company. You further agree that you will not participate in any activity that is detrimental to the interests of the Company, interferes with the performance of your duties or otherwise constitutes a conflict of interest.

f. You shall be entitled to benefits generally offered to employees of the Company. Your eligibility and participation in these plans and programs shall be subject to the terms and conditions of the plans themselves and the Company's policies (as updated on KEKA portal from time to time). Nothing contained herein shall require the Company to adopt any specific type of plan, to keep in effect any plan in the future or in any way restrict the Company's ability to modify, revise, or amend any such plan from time to time, provided it does so in compliance with applicable law.

g. You will be eligible for privilege, sick and casual leave under usual and customary practices which shall accrue in regular installments during your employment, as per the Company's policy in effect from time to time. Your privileged leave entitlement will be prorated vis-a-vis your start date. You will not be entitled to encashment of any unused privileged, sick and casual leaves, upon your separation from the Company.

h. Your future increments, appraisals or promotion, shall be based on merit, considering your periodic and consistent overall performance, business conditions and other parameters fixed from time to time, at the discretion of the management and shall not be considered as a matter of right.

i. While You are in the employment of the Company, you may be given or handed over property and/or equipment, assets etc. such as Laptop and/or mobile or testing device, belonging to the Company, for official use and you shall take care of them including their upkeep. On cessation of your employment with the Company, you shall return all the handed over property and/or equipment, assets etc. belonging to the Company in good condition. In case of any defect that may arise or accrue, from your end, you agree that the same shall be recovered by the Company from your consecutive months' salary.

j. While working as an employee if you enter into any business transaction with any party on behalf of the Company without proper authorizations, it shall be your responsibility to ensure the recovery of such outstanding and in case of failure you shall be personally liable for the same. If any outstanding claim remains due at the time of your cessation of employment with the Company, it shall be your responsibility to remit such dues to the Company before the Company proceeds to settle your rightful dues in full and final settlement of your account.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Chandragiri, Tirupati-517 505

k. In the event, you are off-duty without information or permission of leave, or you overstay your sanctioned leave for a period more than 7 working days, it shall be deemed as voluntary abandonment by You of your services to the Company, and the Company shall initiate an enquiry to ascertain the reasons for excess leave taken by you. In case such reasons are not found to be legitimate, then the Company shall be within its rights to terminate your

JioSign Document ID: c0a81b29-84f2-1ef2-8185-152d611811a4

Shopsense Retail Technologies Ltd.
(Formerly known as Shopsense Retail Technologies Pvt Ltd)
1st Floor, Wework Vijay Diamond, Opp. SBI branch,
Cross Rd B, Kondivita, Andheri East, Mumbai 400 093
MOB: +91 9321 938 025 | CIN: U52100MH2012PLC236314

employment.

l. Your services are liable to be terminated at any time if, the Company becomes aware of any conviction by any court of law in any jurisdiction during the tenure of your service with us or conviction and /or any criminal record in the past under a previous employer, or because of any false information given by You at the time of your appointment or concealment of any material information or any false details that You provide, in the application form or otherwise.

m. Any balance of advance or loan taken by you from the Company shall be fully recovered from your salary at the time of your cessation of employment with the Company.

n. You and the Company will be free to sever the employment relationship at any time, for any reason or no reason; provided, however that you give the Company 1 (one) month advance written notice so that the Company can make arrangements for, and may assist you with, transition of your work and thereafter a FNF settlement (full and final) will be processed within 45 days from your last day working in the Company. The duration of such notice period will be decided by your Reporting authorities, which shall not be beyond 30 days, irrespective of whether you are serving the probation period or not.

2. NON-DISCLOSURE AND USE OF CONFIDENTIAL INFORMATION

a. Confidential Information means any proprietary, confidential or competitively sensitive information or materials that are the property of or relate to the Company (whether created or developed by, provided to or otherwise disclosed to you in connection with your employment with the Company).

b. Confidential Information shall include without limitation all of the following:
   i. trade secrets, know-how not generally known to the public, and all other business or technical information, business methods, corporate plans, future business strategy, finances and maturing new business opportunities that give or could give the Company a competitive advantage;
   ii. software used by the Company (including source code and object code) and associated layouts, templates, processes, documentation, databases, designs and techniques, and all modifications thereto;
   iii. all and any information relating to marketing or sales of any past, present or future product or service of the Company or any subsidiary or associate of the Company including sales targets and statistics, market share and pricing statistics, marketing surveys and strategies, marketing research reports, sales techniques, price lists, mark-ups, discounts, rebates, tenders, advertising and promotional material, credit and payment policies and procedures, and lists and details of customers, prospective customers, suppliers and prospective suppliers including their identities, business requirements and contractual negotiations and arrangements with the Company or any subsidiary or associate of the Company;
   iv. the names and addresses of the Company's past, present or prospective customers, clients or business contacts, and all documents, information or materials that

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Chandragiri, Tirupati-517 505

JioSign Document ID: c0a81b29-84f2-1ef2-8185-152d611811a4

Fynd

Shopsense Retail Technologies Ltd.
(Formerly known as Shopsense Retail Technologies Pvt Ltd)
1st Floor, Wework Vijay Diamond, Opp. SBI branch,
Cross Rd B, Kondivita, Andheri East, Mumbai 400 093
MOB: +91 9321 938 025 | CIN: U52100MH2012PLC236314

concern or relate to such customers, clients or business contacts, regardless of whether such documents, information or materials were supplied or produced by the Company or such customers, clients or business contacts;

v. inventions, improvements, innovations, designs, ideas, research and development and all other work product or discoveries created or used by the Company, including those that are conceived or developed by you alone or with others in connection with your employment with the Company, or that are conceived or developed by you after termination of your employment by using Confidential Information;

vi. information concerning the Company's suppliers, vendors, manufacturers, licensors, inventors, affiliates, financing sources, profits, revenues, financial condition, pricing, training programs or materials, marketing plans or programs, or business strategies; and

vii. any other information which the Company mentions it to be confidential, verbally or in writing

c. Confidential Information does not include any information that:
   i. is or becomes publicly available without breach of this Agreement;
   ii. was known by you before receipt from the Company; or
   iii. is disclosed to you from any third party, except where you know, or reasonably should know, that such disclosure constitutes a wrongful or tortious act.

d. You acknowledge and agree that in connection with your employment with the Company, you may be given access to, generate, or otherwise come into contact with or become aware of Confidential Information and that the Company desires to keep confidential and secret all Confidential Information.

e. You further acknowledge and agree that Confidential Information is the property of the Company and that you shall not acquire any ownership rights, title or interest in Confidential Information. Therefore, you shall:
   i. use Confidential Information solely in connection with your employment with the Company;
   ii. not directly or indirectly disclose, use or exploit any Confidential Information for your benefit or the benefit of any person or entity, other than the Company, both during and after your employment with the Company;
   iii. hold Confidential Information in trust and confidence, and use all reasonable means to assure that it is not directly or indirectly disclosed to or copied by unauthorized persons or used in an unauthorized manner, both during and after your employment with the Company; and
   iv. not load, install, copy, store or otherwise retain any Confidential Information on any computer or other devices which is not Company property without first obtaining the Company's written consent as part of the Company's Bring Your Own Device Policy as set out in Clause below.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

3. DATA PRIVACY

a. You acknowledge that the Company will need to collect and process Sensitive Personal Data or

JioSign Document ID: c0a81b29-84f2-1ef2-8185-152d611811a4

Fynd

Shopsense Retail Technologies Ltd.
(Formerly known as Shopsense Retail Technologies Pvt Ltd)
1st Floor, Wework Vijay Diamond, Opp. SBI branch,
Cross Rd B, Kondivita, Andheri East, Mumbai 400 093
MOB: +91 9321 938 025 | CIN: U52100MH2012PLC236314

Information ("**SDPI**") (as defined under the Information Technology (Reasonable security practices and procedures and sensitive personal data or information) Rules, 2011, as amended from time to time) about you and third parties associated with you (such as your spouse or children) in connection with your employment with the Company. You expressly consent to the collection, possession, dissemination and transfer worldwide of your SDPI by the Company as required by law or in the normal course of business; and under the Company's policies and procedures. You also agree that should you have access to SDPI of any other employee of the Company, you shall hold such information as Confidential Information.

b. The Company shall have the right to update the purposes for which the SDPI is collected and entities to whom such SDPI may be transferred and the Company shall amend its privacy policy from time to time, to include such updated purpose and list of entities.

4. THIRD-PARTY INFORMATION

a. You acknowledge that the Company receives and, in the future, will receive confidential or proprietary information from third parties, including personal information and / or sensitive personal data or information, as defined under applicable laws in India ("**Third Party Information**").

b. You acknowledge that there is a duty on the Company's part to maintain the confidentiality of such Third-Party Information and to use it only for certain limited purposes. During the term of your employment with the Company and thereafter, you will hold Third Party Information in strict confidence and will not disclose to anyone (other than Company personnel who need to know such information in connection with their work for Company) or use, except in connection with your work for Company, Third Party Information, unless expressly authorized by the Company in writing.

5. INTELLECTUAL PROPERTY RIGHTS

a. Intellectual Property means any trademark, copyrights, patents, ideas, inventions, concepts, information, materials, processes, data, programs, know-how, improvements, discoveries, developments, designs, artwork, formulae, other copyrightable works, softwares and techniques, whether registered or not by the Company and all Intellectual Property Rights therein.

b. Intellectual Property Rights means all trade secrets, domains, copyrights, trademarks, mask work rights, patents, materials, goods, processes, methods, proprietary information, technology, utility model, design, know-how, databases, industrial processes, source codes (including rights in computer software and digital media) and other intellectual property rights recognized by the laws of any jurisdiction or country, whether registered, unregistered, modified or unmodified, altered or unaltered, existing now or arising in future and whether arising by operation of law, contract, license, or otherwise subsisting or recognized under the Applicable Law.

c. Assignment of Intellectual Property and Improvements: Any Intellectual Property related in any way to the Company's business that is created, developed or conceived by you (solely or in conjunction with anyone else) during the course of your employment with the Company shall be

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

JioSign Document ID: c0a81b29-84f2-1ef2-8185-152d611811a4

Fynd

Shopsense Retail Technologies Ltd.
(Formerly known as Shopsense Retail Technologies Pvt Ltd)
1st Floor, Wework Vijay Diamond, Opp. SBI branch,
Cross Rd B, Kondivita, Andheri East, Mumbai 400 093
MOB: +91 9321 938 025 | CIN: U52100MH2012PLC236314

the sole and exclusive property of the Company, till perpetuity. You shall not, for this purpose, be entitled to any compensation beyond your regular wages as an employee of the Company.

d. Prior Inventions: You agree that you will not incorporate, or permit to be incorporated, Prior Inventions (i.e., that you have, or have caused to be, alone or jointly with others, conceived, developed, or reduced to practice prior to the commencement of your employment by the Company, in which you have an ownership interest or which you have a license to use) in any Company Intellectual Property Rights without the Company's prior written consent.

e. Obligation to keep the Company informed: You agree to promptly and fully disclose to the Company in writing:
   i. all Intellectual Property authored, conceived, or reduced to practice by you either alone or with others; and
   ii. any applications filed by you with any statutory authority in relation to Intellectual Property Rights or in which you are named as an inventor or co-inventor, during the period of your employment and for 6 months thereafter.

Provided however that nothing in this Agreement shall restrict you from making any disclosures to any authority or any other person, as may be required under the law. Upon termination of your employment or upon the Company's request at any other time, you will deliver to the Company all of the Company's property, equipment, and documents, together with all copies thereof, and any other material containing or disclosing any Intellectual Property, Third Party Information or Confidential Information and certify in writing that you have fully complied with the foregoing obligation. You have agreed that you will not copy, delete, or alter any information contained in your Company computer before you return it to the Company. You further agree that any property situated on the Company's premises and owned by the Company is subject to inspection by the Company personnel at any time with or without notice.

6. NON-SOLICITATION

You covenant and agree that during the subsistence of your employment with the Company and for a period of 1 (one) year thereafter, you shall not, directly or indirectly, in any capacity, whether through a partnership or as a shareholder, joint venture partner, collaborator, consultant or agent or in any other manner whatsoever, whether for profit or otherwise:

i. solicit or influence or attempt to influence any client, customer or other person to direct their purchase of the products and /or services from the Company to yourself or any direct competitor of the Company;
ii. solicit or attempt to influence any person, employed or engaged by the Company (whether as an employee consultant, advisor or distributor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of or directly or indirectly offer services in any form or manner to himself or any other person including a competitor; and
iii. attempt in any manner to contact any client / customer or solicit from any client / customer, except on behalf of the Company, similar to the business that is carried on by the Company or to persuade any person, which is a client / customer of the Company to cease doing business or to reduce the amount of business which such client/customer has customarily done or might propose to do with the Company, or damage in any way

PRINCIPAL
Educational Academy
Group of Institutions
Tirupati-517 505

JioSign Document ID: c0a81b29-84f2-1ef2-8165-152d611811a4

Shopsense Retail Technologies Ltd.
(Formerly known as Shopsense Retail Technologies Pvt Ltd)
1st Floor, Wework Vijay Diamond, Opp. SBI branch,
Cross Rd B, Kondivita, Andheri East, Mumbai 400 093
MOB: +91 9321 938 025 | CIN: U52100MH2012PLC236314

the business relationship that the Company has with any customer/client, whether or not the relationship between the Company and such client/customer was originally established in whole or in part through your efforts.

7. ACKNOWLEDGMENT AND ACCEPTANCE

a. By signing this Agreement, you acknowledge, understand and will comply with all Company's policy(ies) and etiquettes, as applicable.

b. You understand that during your employment with the Company, the business use of your Device may result in an increase in your monthly internet data service plan costs. You further understand that reimbursement of any business-related data/voice plan of your Device is not permitted.

c. The interpretation and construction of the terms contained in this offer shall be read along with Offer Letter and other letters/communication provided and acknowledged by you during the term of your employment.

d. You agree and acknowledge that this Agreement shall be governed by the laws of India and the courts of Mumbai, Maharashtra shall have the exclusive jurisdiction for the same.

e. This Agreement Supersedes any prior agreements, representations or promises of any kind, whether written, oral, express or implied between you and the Company concerning the subject matter herein, and constitutes the full, complete and exclusive agreement between you and the Company regarding the terms of your employment.

f. You acknowledge and agree that you have not been induced to enter into this offer and the documents referred to in it, do not lay reliance upon any warranty, representation, expression of opinion, understanding, agreement, undertaking, promise or assurance of any nature whatsoever, other than as are expressly set out hereinabove.

g. The failure by the Company to exercise or delay in exercising a right or remedy provided by this offer or by law does not constitute a waiver of the right or remedy or a waiver of other rights or remedies.

h. You agree that you shall indemnify and hold harmless the Company against any claims, losses, and damages that it may suffer arising out of breach of your obligations as an employee in terms of this offer and documents referred to in it.

i. You shall observe and be bound by the Company's rules & regulations and policies and code of conduct as may be varied by the Company from time to time in so far as they affect your employment with the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Please sign & return the duplicate copy of the letter signifying your acceptance of the appointment & conditions of the service specified in this letter.

JioSign Document ID: c0a81b29-84f2-1ef2-8185-152d611811a4

Shopsense Retail Technologies Ltd.
(Formerly known as Shopsense Retail Technologies Pvt Ltd)
1st Floor, Wework Vijay Diamond, Opp. SBI branch,
Cross Rd B, Kondivita, Andheri East, Mumbai 400 093
MOB: +91 9321 938 025 | CIN: U52100MH2012PLC236314

Welcome to Fynd! We wish you a long and rewarding career with us.

For and on behalf of
Shopsense Retail Technologies Limited

Farooq Adam Mukadam
Whole Time Director

For and on behalf of

K HARIKUMAR REDDY

15.12.2022 17:31
K HARIKUMAR REDDY

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

TeamLease™
Putting India to Work

Date: 10 Apr 2023

Ms BUJJAMMAGARI GANGA LAKSHMI
6 7 kudava pali punganur mandai
mittachinthavari palle chitoor andhra
pradesh 517247

Employee No: 2890497
Dear Ms BUJJAMMAGARI GANGA LAKSHMI

Appointment Letter

We are pleased to offer you the role of Engineer TAC NOC Broadband Customer Fault with **TeamLease Services Ltd.**

1. **Offer Contract Period -** Your contract will commence from 10 Apr 2023 and expire on 09 Apr 2024, during which you will be deputed at our client premises, and will be bound by our rules and regulations. Your current location shall be **Chennai**, however, the company can transfer your services to other location basis business requirement.
2. **Deputation -** You are deputed to Bharti Airtel Limited-Network-Homes NOC, under this Contract. The terms of employment are exclusive with TeamLease Services Ltd, the employee shall never be deemed to be the employee of the client, where you have been deputed under this Contract. You need to adhere to all the rules and regulations of the client.
3. **Notice Period –** Either party may terminate this Work Assignment Letter by issuing 30 days' notice in writing or payment thereof. In event of Resignation, you need to inform your Reporting Manager at the client organization, as well as to the direct employer. You will be required to mandatorily serve **30 days of notice**, failing which shall result in the deduction from the F&F. This can be waived off if separation is because of the work assignment coming to end.
4. **Termination –** The client reserves the right to terminate the contract without any explanation. In case of breach of Code of Conduct, IT Security Policy, misbehavior or indiscipline, etc, TeamLease Services Ltd will have reserve rights to terminate immediately without giving notice period.
5. **Coterminous:** Notwithstanding the Tenure of this Contract, in the event of the project work deputation for which you are being employed terminates before your Contract end period, this Contract shall be coterminous with the project work. Since your appointment is for a specific period as state above, intimation of termination renewal of your employment shall be given by the Company, by written notice of one month in advance before the expiry date.
6. **Holidays -** You will be entitled to paid holidays in a year as notified by the client organization from time to time. You shall be governed by the holiday list of the client. The same will be shared at the time of onboarding.
7. **Leave -** You will be entitled to paid holidays in a year as per the leave policy of the client. You can avail 30 leaves in a year out of which 15 Casual leaves are mandatory to be taken in the year & 15 are Privileged leaves which can be carried forward. Details of this policy will be shared during onboarding.
8. **Absenteeism -** You should be regular and punctual in your attendance. If you remain absent for 5 consecutive working days or more without the sanction of leave or prior permission or if you overstay sanctioned leave beyond 5 consecutive working days or more it shall be deemed that you have voluntarily abandoned your employment with the company and your services are liable to be terminated accordingly.
9. **Working Hours -** You will follow the working hours of the client where you will be deputed. You may have to work on shifts, based on the client's requirement. Your attendance will be maintained by the Reporting Officer of the client, which needs to be mandatorily sent to the contact person at Teamlease within the cut-off date as mutually agreed for payroll processing.
10. **Code of Conduct Policy -** You shall be governed by the COC Policy of the client. You shall not engage in any act subversive of discipline in the course of your duties for the Client either within the Client's organization or outside it, and if you were at any time found indulging in &such acts, the Company shall reserve the right to initiate disciplinary action as is deemed fit against you. Please refer to the client's COC Policy for the same.
11. **IT Security Policy –** You shall be governed by the IT Security Policy of the client. Any data or assets are the priority of the client and should not be shared with anyone outside the organization's network. You are not supposed to share any official information on your personal id. In case of any breach of the IT Security Policy of the Company Client, the organization shall reserve the right to initiate disciplinary action as is deemed fit against you. Please refer to the client's IT Policy for the same.
12. **Dual Employment -** During your employment with us, you shall not be engaged, concerned, or interested directly or indirectly in any other occupation, business, or employment whatsoever (either for remuneration or on an honorary basis), and shall devote your whole time, attention and abilities exclusively to the performance of your duties and shall faithfully serve the Company and use your best endeavor to promote the interest and business thereof. In the event of the above, the company shall be entitled to take appropriate action
13. **Deemed cancellation of contract -** The Contract stands canceled and revoked if you do not report to duty within 3 days from the date of joining & your act will be construed as deemed and implied rejection of the offer of employment from your side; hence no obligation would arise on the part of the company in lieu of such Employment Contract issued.
14. You are requested to bring the following documents at the time of joining:
    - Educational Certificates
    - Experience Letter, Relieving letter & Latest month payslip
    - Photo ID proof & Address Proof

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.

Doc ID: TL/A853147A014

TeamLease™
Putting India to Work

- 5 passport size photographs
- PAN card
- UAN Card
- Aadhaar Card

15. **Background Verification –** We will be doing a background verification from a third party as part of your onboarding. During your employment, if we find any irregularity or insufficiency in the documents submitted by you, this Appointment Letter would stand canceled revoked with immediate effect.
16. Salary Structure – Annexure A
17. Leave Policy – Annexure B
18. Medical Insurance Coverage – Annexure C

We at TeamLease would like to create an environment and culture committed to co-operation, quality, and responsiveness that permeates every activity. As a new entrant, we would like you to add value to this process. Please return the copy of the Offer Letter enclosed after affixing your signature at the appropriate place on the Office Copy in token of your having read, agreed, fully understood, and accepted the terms and conditions of appointment. Please send across the signed acknowledged copy to ROPS Team, Bangalore TeamLease Address which is mentioned below. In case we do not receive your acknowledgment copy within a period of 15 days from the date of joining, your assignment at TeamLease with the acceptance of your first salary from TeamLease will be conclusive proof of your acceptance in accordance with terms and conditions.

TeamLease neither accepts any consideration in the form of any cash or kind nor supports any policy of accepting such consideration by any third party for providing employment to prospective candidates. In the event, you have paid any such amount to any employee, officer, representative of TeamLease kindly bring the same to the immediate notice of your superiors or report the same to Teamlease through email or through the toll-free number which is provided to you.

ENDORSEMENT

I hereby confirm acceptance of the above assignment, on the terms and conditions stipulated therein.

For TEAMLEASE SERVICES LIMITED	Accepted and Agreed
(Authorized Signatory)	Signature and date: Name: BUJJAMMAGARI GANGA LAKSHMI

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Annexure A:

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.

Doc ID: TL/A853147A014

TeamLease™
Putting India to Work

Employee No: TL2890497

Name: Ms BUJJAMMAGARI GANGA LAKSHMI

Designation: Engineer TAC NOC Broadband Customer Fault

Location: **Chennai**

Salary Compensation

EARNINGS	Amounts
Basic	10009
House Rent Allowance	5005
Works Allowance	7109
Statutory Bonus	886
Gross Earnings	**23009**
DEDUCTION *	**Amounts**
Employee PF	1800
Professional Tax	209
Total Deduction	**2009**
Net Salary	**21000**
Employer PF Contribution	1800
PF Service Charges	150
CTC	**24959**
CTC in Words	**Twenty Four Thousand Nine Hundred Fifty Nine Rupees**

*** Income-tax deductions, if applicable, will be as per the Income-Tax Act, 1961**
**** Annual components (like LTA, Medical Reimbursement) would be payable on claims and will be considered for exemption under Income Tax subject to receipt of valid bills for the Financial Year if applicable**

Note : This statement is only for the purpose of information and is illustrative in nature

* Incentives, if applicable, will be paidout over & above this, basis the performance.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Annexure B

Bharti Airtel Leave Policy for Associates:

Objective - The objective of this policy is to lay down guidelines for granting leaves to associate employees associated with our client Bharti Airtel Ltd.

Scope - The policy is applicable to all associate employees working on **TeamLease Services Ltd** payrolls & deputed at Bharti Airtel Limited & & its subsidiary companies (Bharti Airtel Services Limited, Bharti Telemedia Limited (DTH), Bharti Hexacom Limited, Telesonic Networks Limited, and Extra Data Limited.

Leave Period - Leave year is the calendar year from 1 January to 31 December

- All employees are entitled to 30 days of General Leaves during a calendar year. These leaves shall include 15 days of Casual Leaves & 15 Days of Privileged Leaves. Out of these, 15 Casual leaves are mandatory for the calendar year, and if not availed, these shall get lapsed. Employees who join the Company after 1st January will be eligible for leaves on a pro-rata basis.

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.

Doc ID: TL/A853147A014

TeamLease™
Putting India to Work

Maximum 15 days leaves can be carried forward to next year.

- 15 days of Privileged Leaves leave shall be carried forward subject to a maximum accumulation of 30 days. The encashment of leaves shall be done at the time of separation of an associate, up to 30 days The encashment of leaves shall be done on the basis of the last drawn basic salary of the employee.
- Half-day leave from work for a duration of up to 4 hours shall be considered as a half-day leave.
- Compensatory Off – Every employee in an establishment shall be allowed a holiday with wages on Independence Day, Republic Day, and Mahatma Gandhi's Birthday. Provided that an employee required to work on any such holiday shall be paid remuneration at double the rate of his normal wages. This should be exercised only in case of business exigency. If required, he/she shall also be given a substituted holiday with his average daily wage on any other day within ninety days from the day on which he so works.
- Associates will be eligible for 5 fixed National Holidays & 4 discretionary circle holidays towards festivals, the list of which is published at the beginning of the calendar year. Discretionary Holidays shall be governed by the Circle Holiday calendar.
- Leave Without Pay - An employee can apply for Leave Without Pay if there is insufficient negative no leave balance in his leave account, with approval from the Reporting Manager at the client location
- Paternal Leave – Employees will be eligible for 2 days of Parental Leaves, maximum for 2 children
- Maternity Leave – All women employees shall be entitled to 26 weeks of maternity leave for the first two children, of which not more than 8 weeks shall precede the date of her expected delivery. In the case of the third child and thereafter, a woman employee will be entitled to 22 weeks of maternity leave, of which not more than 6 weeks shall precede the date of her expected delivery.
- In case an employee intends to return later than 26 weeks (for the first two children) or 22 weeks (for 3rd child onwards), prior notification has to be given by the employee to the Reporting Manager of the employee, skip level Manager & the agency and is subject to approval. Any excess leave will be considered as either leave without pay or use of accumulated earned leave if available. In such circumstances, the employee should intimate the concerned HR Business Partner and the Reporting Manager at least 6 weeks prior to the date of return.
- While on leave, an employee cannot take any employment, part-time or otherwise. Any misuse of leave shall be treated as misconduct.
- All leaves shall be approved by the Manager & should be duly submitted in the system. Any unapproved leave shall be considered as LWP and will make the case for COC Violation

Annexure C:

Bharti Airtel Mediclaim & Insurance Policy for Associates

Objective The objective of this policy is to provide coverage to associates for **Bharti Airtel** for Mediclaim, Group Personal Accident Insurance & Group Life Insurance

Scope The policy is applicable to all associate employees working on Teamlease payrolls & deputed at **Bharti Airtel.**

Benefits –

- Group Mediclaim Policy INR 2 lacs covering Self only (Company shall bear the cost for a base plan of 2 lakh).
- Enhancement option to cover your immediate family (spouse, 2kids) will be provided for which there will be payroll recovery of 558/- per month and upon your confirmation of option coverage will be enhanced to sum insured of 4 Lacs covering Self ,Spouse and 2 kids
- Group Personal Accident Insurance (GPA) INR 20 Lacs - Company shall bear the cost
- Group life Insurance INR 10 Lacs - Company shall bear the cost.

The policies are subject to revision as per the company's discretion & any such update shall supersede the clauses mentioned in the appointment letter

Mandatory Training Programme - Prevention of Sexual Harassment at Work Place - The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 (Act)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
C.Gollapalli, Tirupati-517 505

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.

Doc ID: TL/A853147A014

TeamLease™
Putting India to Work

In accordance with the provisions of the above Act and the Policy of the Company to create awareness on prevention of sexual harassment at workplace, we urge you to undergo an online training programme, on the subject matter.

Please note that undergoing online training is mandatory for this engagement.

The **link** to undergo the programme and complete the evaluation is given below.

Link : https:tlconnect.teamlease.com/Learning

The training programme shall be conducted on a regular basis every year. Please complete the training programme within 15 days of receipt of this letter, after which it shall be treated as a deemed confirmation that you have understood your responsibilities in ensuring a safe workplace.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.

Doc ID: TL/A853147A014

MCB

MY CLASSBOARD



Sireesha G

Jr. Dot Net Developer

ID : 2019111527

Blood Group : O+

TRANSFORMING EDUCATION
WITH TECHNOLOGY

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

MY CLASSBOARD

9th June 2023

LETTER OF OFFER

Dear **G Sireesha,**

Congratulations!!

We are pleased to confirm that you have been selected to work with **MYCLASSBOARD EDUCATIONAL SOLUTIONS PVT. LTD** based on your interview you attended with us. Details of the terms and conditions of offer are as under:

1. You will be designated as **Jr. Dot Net Developer - Development Team** and will be based in **Hyderabad**.
2. Your date of commencement of employment will be on or before **12th June 2023**. You need to report on the said date of joining, at 9.00 a.m. to complete the joining & training formalities.
3. You will be entitled to receive compensation and benefits of **Rs. 3,01,164/- pa.** Annual CTC detailed breakup is mentioned in **Annexure - A.**
4. Your employment would be subject to the Terms & Conditions, mentioned in your Appointment letter, which will be issued to you on your joining.
5. You will be on probation for a period of Six months from the date of joining.
6. Please submit a copy of the below listed documents / details on your day of joining.
   a) Academic Certificates (all from 10th to Highest)
   b) Resignation Letter with acknowledgement from previous employer. (IF ANY)
   c) Experience & Relieving letter from previous employer. (IF ANY)
   d) Proof of compensation last drawn. (IF ANY)
   e) Two passport size photographs (Recent), PAN card copy and Aadhar Card Copy.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

MY CLASSBOARD

Annexture - A				
Salary Slip				
Employee Name: G. Sireesha				
Earnings Particulars	**23650**	**Deductions**		**Employer Cost**
Basic	12,062	PF(12% on Basic)	1,447	1,447
HRA	9,460	PT	200	0
Special Allowance	2,129	ESI	0	0
Total	**23,650**	**Total Deductions**	**1,647**	**1,447**
Net Salary	**22,003**			
Cost to Company (Earnings + Employer Employee Cost)	25,097	CTC per month		
Annual CTC	**3,01,164**	Annual Fixed Cost		

*TDS will be deducted as applicable.

We take this opportunity to welcome you as a part of our organization and sincerely hope that our association will be a long and mutually beneficial one.

Looking forward to a long and mutually beneficial career with us

Yours truly,

For MYCLASSBOARD EDUCATIONAL SOLUTIONS PVT. LTD.

T. Shailaja
HR Manager

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HEXAWARE

Letter of Intent

July 01, 2022
Nandini Mittapalli
Siddhartha Educational Academy Group of Institutions, Tirupati

Dear Nandini Mittapalli,

We are pleased to inform you that you have been provisionally short-listed for employment as **"Software Engineer Trainee"**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 6 months and on successful completion of your training you will be paid a salary of Rs. 4 Lac per annum.

You are required to sign a service agreement for a period of 2 years before the start of training programme.

We will keep you posted with respect to the start of the training program at the Hexaware office in Siruseri, Chennai for your development as a Maverick. Before joining Hexaware and commencement of your training program, you will undergo the Early Intervention Program (EIP) to be conducted by Hexavarsity, our Corporate University.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,

For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Vice President, Recruitment-India & APAC

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati (R)-517 505

JMZ Technologies Private Limited

November 22, 2022

PRIVATE AND CONFIDENTIAL

Ms. R.Nagalaksmi ,

Emp Code: EMPSFT199

OFFER OF EMPLOYMENT

We refer to your application for employment and subsequent Interviews you had with us.

We are pleased to offer youemployment with**JMZ TECHNOLOGIES PRIVATE LIMITED**on the following terms and conditions

1. COMMENCEMENTOF EMPLOYMENT

Your employment would be effective from **November 28, 2022**.

2. QUALIFICATION

Your relevant qualification considered for this position is **BE**

3. JOBTITLE

Your job title will be a **Software Developer**

REMUNERATION

Your remuneration willbe**INR 3,60,000(Three Lakh Sixty Thousand)** perannum , based on your performance you will have a salary hike of 40 to 50 percent after two months. A detailed break-upof the compensation will be
discussed, and will be based upon JMZ Technologies segmentation between basic and non-basic compensation structure referenced in 'Annexure'.

4. TAXATION AND OTHERDEDUCTIONS

JMZ TECHNOLOGIES PRIVATE LIMITED shall withhold the appropriate amount of Indian Income taxes, And the Variable pay shall be paid in Quarterly from the salary paid to you. You shall be responsible for filing your personal returns and for complying with other requirements under the India tax laws. JMZ TECHNOLOGIES PRIVATE LIMITED shall also be entitled to deduct any other sums as may be recoverable from you time to time.

5. HOURS OF WORK

You are required to work for a total of 45 hours per week.

6. EARNED LEAVE

You will be eligible for annual earned leave of 15 days from JMZ TECHNOLOGIES PRIVATE LIMITED Paid Time Off practice that will be accrued on a monthly basis. Employees continue to earn leave until their balance reaches 30 days.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

7. PLACE OF WORK

You will report into the JMZ TECHNOLOGIESRIVATE LIMITED, United Towers, Plot # 31, 3rd Floor, Doddanekundi, Industrial Area Phase 2, Hoodi Village, Krishnarajapuram Hobli, Bangalore India 560043. JMZ TECHNOLOGIES PRIVATE LIMITED may, at any point of time, in its sole discretion, after giving you reasonable notice, transfer or assign your services to any place of business of the Company that may presently be operating, or which may subsequently be acquired or established, in any part of India or abroad. In such event, the terms and conditions governing your service shall be those applicable at the location of transfer or those applicable to employees of such subsidiaries or affiliates as the case may be.

JMZ TECHNOLOGIES PRIVATE LIMITED may also depute you to any work, or assign your services to any associate company, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom JMZ TECHNOLOGIES PRIVATE LIMITED may make any such arrangement or agreement. You may also be required on a temporary basis to work at any client premises based in India or overseas.

8. NON-COMPETITION AGREEMENT

The Employee warrants that he or she has no potential financial or other conflicts of interest in performing services, except those already disclosed to JMZ. Following the termination of the Agreement, the Employee is obliged to maintain confidentiality of JMZ's proprietary and business information forever. Further, the Employee undertakes that for period of one (1) year following the termination of this Agreement he or she will not enter the employment of, or render any services to, any person, for any firm, corporation or on his or her own account for any business competitive with the business of JMZ or of any of its subsidiaries or affiliates.

9. NOTICE PERIOD

You will be required to give one months' notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. In the event you have an incomplete assignment, JMZ TECHNOLOGIES PRIVATE LIMITED will have the discretion to relieve you only at the end of the one month notice period. Similarly the Company can terminate your services by giving one months' notice or salary thereof. JMZ TECHNOLOGIES PRIVATE LIMITED reserves the right, however, to terminate your employment for disciplinary reasons at any time without notice or payment in lieu thereof.

10. GENERAL PROVISIONS

As an employee in the full time employment of the Company, you will be obliged to devote your entire time, attention and effort to the furtherance of JMZ TECHNOLOGIES business, and to continually develop your professional skills In the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself or devote your time or attention to any employment, business or position of monetary interest, other than that of the Company

You will keep us Informed of any change in your residential address, your family status or any other personal particulars relevant to your employment.

In addition to the terms and conditions of employment specifically stated herein, you shall be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended or modified by JMZ TECHNOLOGIES PRIVATE LIMITED from time to time. Statutory laws enacted by Central or State Government or local authorities will also govern you as may be applicable to you from time to time.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

JMZ Technologies Private Limited

In case of any dispute, the jurisdiction to entertain and try such dispute shall vest exclusively in a court in Bangalore.

The terms of this offer detailed above are strictly confidential and should be treated as privileged Information between you and the Company. You are expected to maintain such Information appropriately.

11. DOCUMENTS/TESTIMONIALS

Please note all documents/testimonials submitted to JMZ TECHNOLOGIES will be verified as per our background verification process. Any omissions or misrepresentation of any facts will result in the termination of your employment.

12. ACCEPTANCE OF OUROFFER

Please confirm your acceptance of our offer by signing and returning the duplicate copy of this letter for my attention within two days from the date of this letter.

This letter may not be modified or amended except by a written agreement, signed by an officer of JMZ TECHNOLOGIES and by you. Your employment with JMZ TECHNOLOGIES is for no specified period and constitutes at will employment.

13. CONCLUSION

We hope you find this offer to be a satisfactory basis for joining JMZ TECHNOLOGIES. We at JMZ TECHNOLOGIES are greatly impressed by your calibre and special skills. We have great hopes of your ability to help us build an even more successful enterprise, while developing an excellent career for yourself.

We look forward to receiving your acceptance and to working with you in the development of the Company, and seeking ways for you to secure the necessary stimulation and advancement. If you have any questions, please do not hesitate to call us.

We welcome you to the JMZ TECHNOLOGIES family and wish you a rewarding career over the years to come.

Yours sincerely,

JMZ TECHNOLOGIES PRIVATE LIMITED, Date:

...IAL
...ucational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

JMZ Technologies Private Limited

ACCEPTANCE OF EMPLOYEE

To: JMZ TECHNOLOGIES PRIVATE LIMITED

I ----------, have read and understood the above Offer Letter and Compensation Package relating to my services and employment with JMZ TECHNOLOGIES PRIVATE LIMITED and the same is acceptable to me. I will join on November 28, 2022..

Employee name, Signature

Place: _____

Date: _____

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

JMZ Technologies Private Limited

Annexure

New Hire's Name	Ms. R.Nagalaksmi	Total CTC
Designation	Software Developer	INR 3,60,000

Earnings	Rs.	Deductions	Rs.
Basic	15000.00	Professional Tax	200.00
House Rent Allowance	12000.00		
Special Allowance	3000.00		
Total Earnings	30000.00	**Total Deductions**	29800.00

Net Pay : Rs. 29,800 **Amounts in Words - Twenty Nine Thousand Eight Hundred Only**

This is computer generated document, hence signature is not required.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

BE YOURSELF, MAKE A DIFFERENCE.

accenture

Strictly Private and Confidential

Date: 01/27/2023

Lahari Mundre

C11684599

OS.Gollapalli villagekotakada palli post , Yarravari pallem (M),Tirupati Dist

6305688022

Dear **Lahari Mundre**,

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

Job Profile - Application Development Associate

Management Level - 12

Job Family Group - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details.
- Annexure II for documentation to be submitted by you.
- Annexure III Terms of Employment
- Annexure IV-Declaration

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

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

Candidate's Signature M Lahari

Reference Id: f7a1559d-721d-4b1e-bf2b-923e5d288192_1
Signed By: MAHESH VASUDEO ZURALE

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. Before onboarding, we encourage you to take both doses of the COVID-19 vaccine.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning incentive of INR 10,000.

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

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 502

Candidate's Signature H Tahasi

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

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven Days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven Days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

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

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

In case you have a query, please raise them on https://indiacampus.accenture.com/myzone/accenture/auth/login

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

Yours sincerely,

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

ACKNOWLEDGED AND AGREED

M Lahari

Lahari Mundre

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE I

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000/-
(B) Individual Performance Bonus (IPB) earning potential (at maximum 8.5%)	32,500/-
Maximum Annual Total earning potential(A+B)	4,15,500/-
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	INR 25,000/-
(D)# Additional Notional Benefits	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 6,400/-
Notional insurance Premium paid by Company	INR 14,300/-
Annual Total Earning Potential + Additional Notional Benefits (A+B+C+D)	**INR 461200/-**

(E)##Additional Discretionary Reimbursements	
One-time WFH Assistance reimbursement	INR 18,000/-
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)

(F)Optional opportunity to participate in the Employee Share Purchase Plan	
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares **at 15% discount on the fair market value**	INR 5,700/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]

(A) Annual Fixed Compensation

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

TDS is deducted as applicable from your income.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

(B) Individual Performance Bonus (IPB)

You will be eligible to participate in the FY23 (September 2022 to August 2023) Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **8.5%** of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your performance achievements and the Company's performance. The Company may, at any time

Candidate's Signature M Lahari

FinPluss.com

Selection Letter

Dear K Bhargavi

Congratulations!

We are happy to inform you that you have been selected for the role of Relationship Manager -**Business Development**– at **Shaayari Services Private Limited**. The salary offered is CTC Rs 15,000/-

The details and basic terms & conditions of your employment are as follows.

1. **Date of joining:** *Your date of joining the company's services is 26th September 2022*
2. **Working days:** Monday to Saturday (**Attendance policy and working :**
   a. The normal working hours is 9.00 am to 6.00 PM (Lunch break: 1.30 Pm to 2.15 Pm)
   b. Additional Compensation is paid for working on non-working.
3. **Paid leaves:** The total number of paid leaves per annum is 12 (1 day leave per month), apart from the other Government Holidays. You will be entitled for paid leaves only after completion of probation period. (Usually 3 months). Note: There is no leave during the training period.
4. **Compensation and benefits**

   a. **Salary** – Salary offered is as mentioned above. Salary cycle is 1st to 31st of the month and Salary payout is on 10th of every month. Salary will be credited to the salary bank account. **Note**: Company will open Salary account to all the employees. To avail your salary account kit kindly get the required documents on your DOJ without fail (Aadhar card, PAN card and one photo is mandatory)

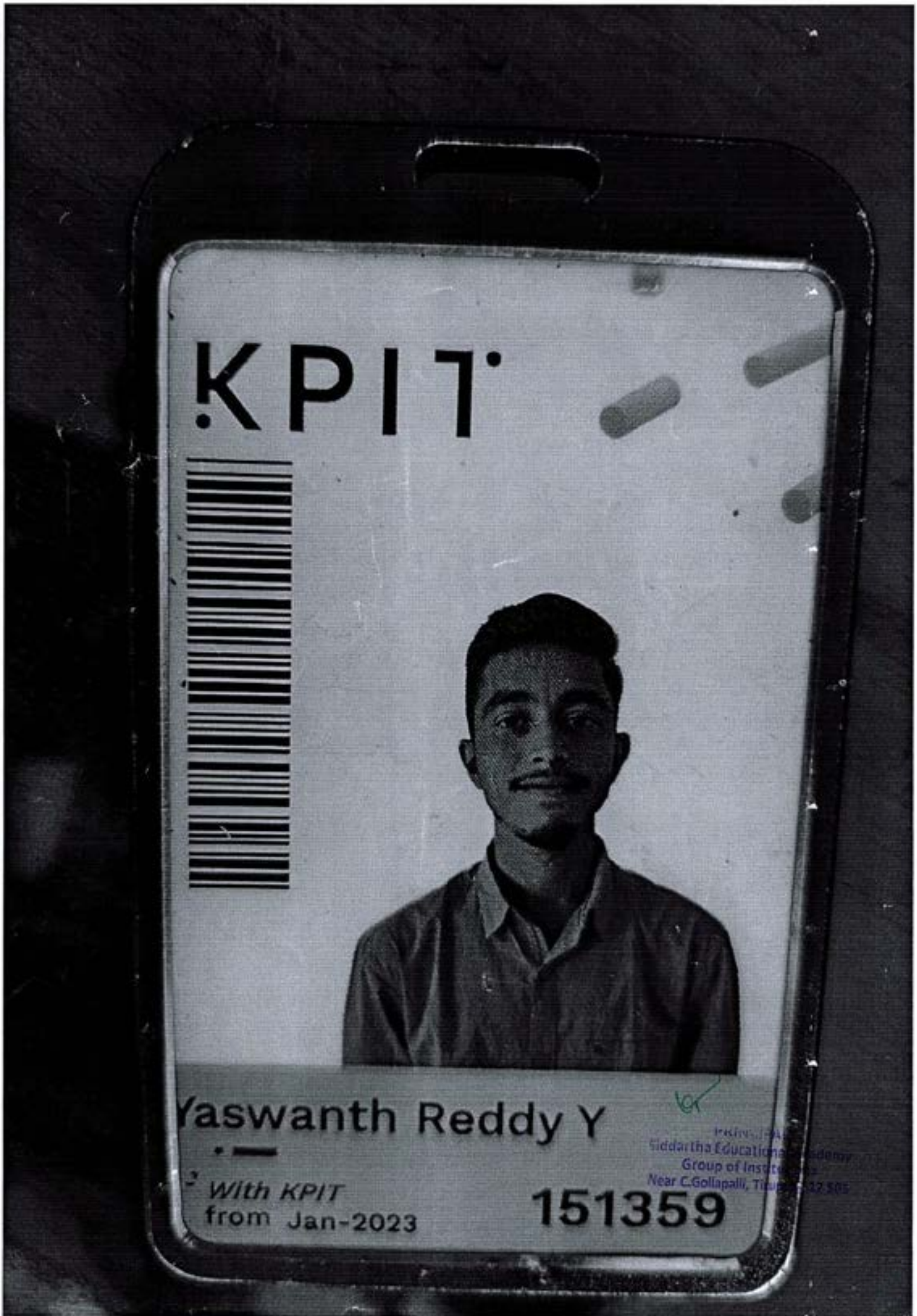
   b. **Incentive** - Apart from your fixed remuneration, you are entitled to earn incentives as per applicable incentive policy based on your performance.

   c. ***Employee referral bonus*** – We have employee referral program, you get referral bonus as per the ERBP policy.

   d. **PF** – You will be registered under the Employees Provident Fund Organization and are allotted a UAN i.e. Universal Account Number under which you can check your PF Account details. The UAN is shared with the employees in their monthly Salary Slips.

   e. **ESOP** (Employee stock option plan) - ESOPs shall be issued to all Top Performing employees and also who complete two years or more in the organization.

Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

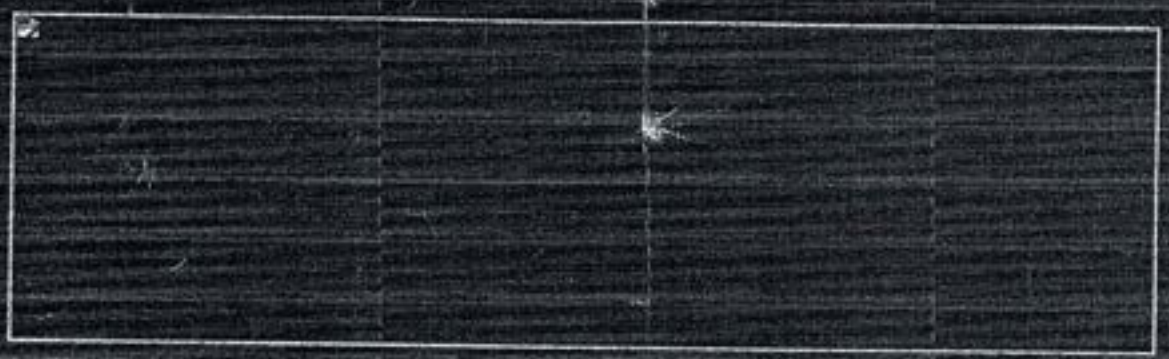

KPIT
Yaswanth Reddy Y
With KPIT
from Jan-2023
151359

Infosys Campus Recruitment Program: Congratulations, you have a job offer

Inbox

Infosys Freshers Recruit... 11:52

to Infosys



Hello!

Thank you for participating in the Infosys Campus Recruitment Program.

Congratulations! You have cleared the interview round to receive a final job offer for the Systems Engineer role. The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit.

Please note, this is a conditional job offer subject to your eligibility during the recruitment process and your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at [redacted]. Infosys recruitment process related emails sent to any other Infosys email address might not be responded to.

We look forward to welcoming you into our Infosys family.

Regards,

Talent Acquisition

Infosys

Copyright © 2022 Infosys Limited

PRINCIPAL
Padmavathi Educational Academy
Group of Institutions
TIRUPATI - 517 505

From: **Infosys Freshers Recruitment** <Talent.Acquisition@infosys.com>
Date: Tue, 22 Mar 2022, 11:52 am
Subject: Infosys Campus Recruitment Program: Congratulations, you have a job offer
To: Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>

Hello!

Thank you for participating in the Infosys Campus Recruitment Program.

Congratulations! You have cleared the interview round to receive a final job offer for the Systems Engineer role. The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit.

Please note, this is a conditional job offer subject to your eligibility during the recruitment process and your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com. Infosys recruitment process related emails sent to any other Infosys email address might not be responded to.

We look forward to welcoming you into our Infosys family.

Regards,

Talent Acquisition
Infosys

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

2:26

JOINING CONFIRMATION MAIL - SHIASH INFO SOLUTIONS PVT.LTD.,

Inbox

Admin Feb 7
to me

Dear **Mounika,**

Congratulations!!!

Greetings and Good day to you!!!

We are pleased to inform you that you have been appointed for the position of **"Talent Acquisition Executive"** at **Shiash Info Solutions Pvt Ltd.,**. We feel that your skills and background will be valuable assets to our team. We are glad to welcome you to our company and hope that you give your best. During your Probationary period, you may come across confidential business information. By accepting this offer, you must adhere to the company's confidentiality policy.

Joining Date : 10-02-2023 (Friday)

Reporting Time: 10.00 AM

Address: NO.51 , Rattha Tek Meadows,Level 4,Tower A , Sholinganallur, Chennai-600 119 (opp. to Accenture)

Kindly report on time with the following documents:

1) 10th , 12th ,Degree photocopies in support of your educational qualification.
2) Two passport size photograph.
3) Govt ID proof (Aadhar & PAN card & Voter Id or Driving Licence).
4) Updated resume
5) Double vaccination certificate
6) Medical Fitness certificate

Bring your originals for verification (optional).

Kindly acknowledge with a reply mail



PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505


VEERAMALLAIAH
GARI GEYASRI
IN04846259971222
Emergency No : 1800 267 4001
PRINCIPAL


comviva
PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505
Sindhu

Comviva Technologies Limited
Regd. Office
Capital Cyberspace
Sector 59
Golf Course Extension Road
Gurugram-122102, Haryana
India

Tel: + 91 124 481 9000
Fax: + 91 124 481 9777
CIN: U72200HR1999PLC041214

comviva.com
info@comviva.com

Appointment Letter

Date: October 03, 2022

To,

Bodireddy Sindhu
Siddartha Educational Academy Group Of Institutions

Dear Bodireddy,

We are pleased to offer you the position of **Engineer** at Comviva Technologies Limited. The details of your offer are enclosed herewith.

We look forward to your association and contributions towards helping Comviva enrich lives of over a billion people with mobile solutions beyond VAS.

With best wishes and regards,

Vaishnavi Shukla
Director - Human Resources
Date: October 03, 2022

Enclosure: Appointment Letter

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

Bodireddy Sindhu – Read, Understood & Accepted

Comviva Technologies Limited
Regd. Office
Capital Cyberspace
Sector 59
Golf Course Extension Road
Gurugram-122102, Haryana
India

Tel: + 91 124 481 9000
Fax: + 91 124 481 9777
CIN: U72200HR1999PLC041214

comviva.com
info@comviva.com

COM/HR/OFFER/2022/3634

Date: October 03, 2022

Bodireddy Sindhu
Siddartha Educational Academy Group Of Institutions

Appointment Letter

Dear Bodireddy,

With reference to your application for employment and subsequent interview/discussions, we are pleased to offer you employment with Comviva Technologies Limited on the below terms and conditions.

Date and Place of Posting
You will be required to join **Comviva** on or before **December 01, 2022.** You shall be initially posted at our office located at 9th, 10th, 11th & 12th Floor, RMZ Galleria, Office Building, Sy. No. 144, Yelahanka Village, Bellary Road, Bangalore – 560064, India.

Designation
You will be designated as **Engineer** at **level I3 & Band I**.

Salary & Benefits
Your Total Compensation (TC) will be **INR 375000/- (Rupees Three Lakh Seventy Five Thousand Only) per annum**. Please refer Annexure A for details.

Job Responsibilities
Your will be expected to perform as per the duties that may be assigned to you from time by authorized representatives of the Company.

Medical Fitness
By accepting this appointment letter, you automatically declare that your existing health condition or medical history does not in any manner deem you unfit for the nature work for which you are being offered this employment.

In the event of any deviation to the same, the Company will reserve the right to terminate your services. The Company also reserves the right to ask you to undergo any medical test, as may be deemed necessary from time to time.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Bodireddy Sindhu – Read, Understood & Accepted

comviva
A TECH MAHINDRA COMPANY

Transferability & Travel
Your services can be transferred/deputed from one job to another, one shift to another, from one department to another, from one Company to another subsidiary or Sister Company in the Group anywhere in India and abroad, whether existing or likely to come in existence, at any time in future.

You will be exclusively governed by the policies and processes applicable to Comviva Technologies Limited. In case your services are transferred to a new establishment, you will be automatically governed by the rules, regulations, terms & conditions of service which are applicable to the new establishment.

During the course of business you would be required to undertake business travel. You will be required to undertake travel within the country or abroad on company work and you will be paid travel expenses for this as per the Travel Policy applicable to Comviva Technologies Limited.

Hours of Work
Your working hours will be governed by applicable law and the policies applicable to Comviva Technologies Limited. The Company reserves the sole discretion to revise the same from time to time. You will be governed by the working hours and holidays applicable based on your place of work, role and on-going business requirements. Depending on business needs, you will be required to work in rotating shifts – the same will be communicated to you in advance through the authorized representatives of the Company.

Leave
You will be entitled to paid leave as per the existing policy applicable to Comviva Technologies Limited. All leave shall require prior approval of the authorized person. But in case you have to take a leave under unforeseen circumstances, for which prior approval was not possible; immediate information through e-mail or telephone will be required to be sent to the sanctioning authority. In case you fail to do so, management will have the right to take appropriate disciplinary action.

Provident Fund & Gratuity
You will be eligible for Provident Fund and Gratuity upon commencement of your employment with Comviva Technologies Limited.

Both you and the Company shall make contributions in accordance with the provisions of the Employee Provident Fund and Miscellaneous Provisions Act 1952, if applicable.
You would be entitled to gratuity benefits after completion of five years of continuous employment in accordance with the Payment of Gratuity Act 1972. All other terms and conditions would also be as per the provisions of the Payment of Gratuity Act.

Retirement
You will automatically retire from the services of the Company on attaining the age of 58 years, or earlier, for physical or mental disability or infirmity or in case of your contracting a disease which is infectious or contagious and detrimental to others health or for continued ill-health, duly certified by the Registered Medical Practitioner as prescribed by the Company.

Relinquishing Service
In case you absent yourself from duty for seven (7) consecutive calendar days or more without prior permission/ sanction; you shall be deemed to have left and relinquished the service on your own and such relinquishment of service shall be deemed as a repudiation of the contract of employment by you. The Company reserves the right to take disciplinary action as deemed necessary.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Bodireddy Sindhu – Read, Understood & Accepted

comviva
A TECH MAHINDRA COMPANY

Separation

The employment can be terminated by giving three month's formal notice by either side or salary (defined as basic plus FEP) in lieu of. This will be subject to complete and formal handover of all assignments, proper transitioning & knowledge transfer, submission of company documents/classified information (if any), successful completion of all on-going activities and formal relieving as per company's guidelines.

Incomplete process compliance to the same has a likely negative business consequence, and adversely impacts internal planning, opportunity cost and on many occasions affects customer deliveries and business image. In such situations, Company reserves the right to initiate strictest disciplinary/legal action if required.

In an event of breach of trust, confidentiality, willful misconduct or gross negligence on your part or any other bonafide reason; the company may terminate your services with immediate effect; without any notice, or compensation in lieu thereof.

Tax

The Company will make income tax deductions, as per the applicable taxation rules. All requirements under taxation laws, including filing of income tax returns regarding your remuneration, are and shall remain your responsibility and will have to be borne by you. The Total Compensation is inclusive of any incidence of fringe benefit tax, terms of which will be defined by the Company, if need be.

Intellectual Property Rights, Non-Disclosure Agreement, Confidential Agreement and Other General Terms of Employment

You will be subjected to Comviva Technologies Limited policies in respect to Intellectual Property Rights including the ownership and assignment in favor of Company; Non-Disclosure of Confidential Information and other General terms of employment. On the date of your joining, you will be required to sign undertakings applicable to Intellectual Property Rights, Non-Disclosure of Confidential Information Agreement, Code of Conduct, Data Security and Information Security.

You also understand that your obligations under these clauses shall survive termination of this Agreement for any reasons whatsoever, and continue to be binding after the termination of this Agreement.

You will be governed by the policies and processes as may be applicable to Comviva Technologies Limited from time to time. You will be expected to keep yourself apprised of any changes in the applicable policies and process. You will be expected to undergo refresher programs as per the frequency defined by the Company or on an ad-hoc basis, as the case may be. Ignorance shall not be pleaded as an excuse for violation of all or any part of the same.

Non-Solicitation of Employees and Clients

The Employee agrees that during the term of his employment with Comviva and for a period of two (2) years thereafter immediately following the termination of his employment with Comviva for any reason, whether with or without cause, he shall not:

1. Directly or indirectly solicit, induce, recruit or encourage any of the employees of Comviva, its subsidiaries, affiliates or any shareholders of Comviva that holds more than 10% shareholding in Comviva, to leave their employment, or join any other employment or undertake any other activity other than their employment with Comviva, its subsidiaries, affiliates or any shareholders of Comviva that holds more than 10% shareholding in Comviva respectively
2. Take away any clients or customers of Comviva, its subsidiaries or affiliates or attempt to solicit, induce, recruit, encourage or take away clients or customers of Comviva, its subsidiaries or affiliates, either for yourself or for any other entity
3. Take away or attempt to solicit, induce or encourage any prospective clients or customers or business opportunities (of Comviva or its subsidiaries or affiliates) that the Employee became aware of, during the course of his employment with Comviva

Any questions in this regard, shall be determined by Comviva at its sole discretion. The Employee hereby agrees that the decision of Comviva in this regard shall be final and binding on him.

Other Details

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Bodireddy Sindhu – Read, Understood & Accepted

Your appointment is based on your representation regarding your qualification and experience during your interview, which the Company has relied upon. The Company reserves the right to conduct your reference, background check, criminal verification, drug check, etc. at any point before or after your formal joining with the Company. You also authorize the Company to use your personal and official details for any internal purposes as required by the Company to meet its reasonable and fair business needs.
In case of any violation of Company norms/policies, and, or any discrepancy in the statement of facts, the Company reserves the right to take disciplinary action against you, including termination of services.
Please note that the Company will not be liable to honor any commitments made including but not limited to future salary increases and/or promotion to any new or existing employee by anybody in the Company or externally, either formally or informally, unless the same is confirmed by an authorized signatory of the Company in writing. An authorized signatory here would mean either someone who has signed this offer letter or someone higher than the signatory in the Human Resources hierarchy in the Company. Any such written commitments given, if any, will need to be issued as a separate addendum on the Company letterhead for such a commitment to be treated as valid.

Declaration
You understand that your appointment will be subject to the verification of your credentials, testimonials and other particulars mentioned by you in your personal data form. In case it comes to the notice of the management that the particulars given in your application are wrong, your appointment shall be deemed automatically cancelled irrespective of whether you have joined the Company or you are likely to join the services of the Company. In case you have joined the Company, you shall be liable to be discharged from the service forthwith.
This offer of appointment shall be effective from the date you join your duties at Comviva Technologies Limited.

Joining Details

On the date of joining, please report to Ms. Rakhi Sharma in HR department on the day of your joining at **8.00 AM**, at our Bengaluru Office, 9th, 10th, 11th & 12th Floor, RMZ Galleria, Office Building, Sy. No. 144, Yelahanka Village, Bellary Road, Bangalore – 560064, India.

You are requested to carry the following documents in original and one photocopy at the time of joining. Originals are meant for verification only and the photocopy for Company's records.

- Graduation, Post Graduation and other Certificate & mark sheets
- Relieving Letter/Experience Certificate and Salary slip from last two (2) employers
- Four (4) passport size photographs
- PAN Card copy
- Passport copy

In the absence of any of the above documents, your joining will be deferred till the date on which all these documents are submitted.

Validity of Appointment Letter
You are required to provide acceptance of this appointment letter, in writing within three (3) days of receipt of this document. If you fail to provide your acceptance and/or do not join within the stipulated time, this appointment letter shall stand automatically withdrawn.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Bodireddy Sindhu – Read, Understood & Accepted

The company will not be liable to honour any commitment made including but not limited to future salary increases and/or promotion to any new joinee or existing employee by anybody in the organization or externally, either formally or informally, unless the same is confirmed by an authorised signatory of the Company in writing. An authorised signatory here would mean either someone who has signed this offer letter or someone higher than the signatory in the HR hierarchy in the company. Any such written commitments given, if any, will need to be issued as a separate addendum on the company letterhead for such a commitment to be treated as valid.

Please sign the duplicate copy of the appointment letter as token of your acceptance.

Thanking you,

Yours truly,

For Comviva Technologies Limited



Vaishnavi Shukla
Director - Human Resources
Date: October 03, 2022

I, Ms. Bodireddy Sindhu, have read the terms and conditions of my appointment as mentioned above. I understand and accept the same without any reservation.

Name	Bodireddy Sindhu
Signature	
Date	
Place	

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Bodireddy Sindhu – Read, Understood & Accepted

comviva
A TECH MAHINDRA COMPANY

Annexure A
Compensation Structure
Bodireddy Sindhu
Designation: Engineer
Level: I3
Band: I

Components of Emoluments	Monthly Value (INR)	Annual Value (INR)
Basic Pay	9,375	112,500
Flexible Pay	12749	152989
Variable Pay*		37,500
Monthly Bonus^	3750	45000
Provident Fund (Employer's Contribution)	1,800	21,600
Gratuity		5,411
Total Compensation (TC)* **		375,000

Insurance Benefits

1. **Life Insurance Coverage** – Comviva Technologies Limited provides a very attractive Life Insurance Program to all its India based employees (for self only). As per the current policy, you will be covered for an amount of INR 3500000/- (Rupees Thirty Five Lakhs only). Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

2. **Medical Insurance Coverage (Self, Spouse and Children)** – You will be covered under a comprehensive medical insurance coverage as provided by the Company to its India based employees. This program will cover the employee, spouse and up to two dependent children. As per the current policy, you & your dependents will be covered for an amount of INR 400000/- (Rupees Four Lakhs only) – the cost of this default coverage is completely borne by the Company. The current program also allows an employee to increase the default coverage by an up to INR 600000/- (Rupees Six Lakhs only) by paying a nominal differential premium. Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

3. **Medical Insurance Coverage (Parents)** – Medical costs have significantly increased and the Company believes that a corporate medical insurance program offers significantly higher benefits at a significantly competitive cost, when compared to an individual insurance policy. Hence, all India based employees are expected to mandatorily cover their parents under the Company's Medical Insurance Program applicable for Parents. As per the current policy, your parents will be covered for a default amount of INR 200000/- (Rupees Two Lakhs only). The Company bears a portion of the applicable premium, while the remaining premium will have to be borne by the employee – Company's contribution towards insurance of parents increases with tenure of the employee. The current program also allows an employee to increase the default coverage by an up to INR 600000/- (Rupees Six Lakhs only) by paying a nominal differential premium. Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

4. **Personal Accident Insurance** – You will also be eligible for coverage under a personal accident insurance program. Under this program, you will be covered for an amount of INR 3000000 (Rupees Thirty Lakhs only). Please note the insurance coverage and other conditions of this policy will vary from time to time and can be changed by the Company at its sole discretion.

Bodireddy Sindhu – Read, Understood & Accepted

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

comviva
A TECH MAHINDRA COMPANY

*** Variable Pay [Performance Linked Incentive (PLI)] – PLI is subject to the terms and conditions of the Performance Linked Incentive (PLI) program applicable for the year. Payments under the PLI program are primarily based on the Company performance. Employees who join in middle of the year are eligible for pro-rated payments. Payable amount will be pro-rated for unpaid leave, if any.**
The PLI incentive includes any assured statutory bonus, if applicable, which becomes payable under relevant statute for Payment of Bonus Act. Additional details will be as per the Performance Linked Incentive (PLI) program of the Company. In the event of a conflict in interpretations and terms; the PLI program applicable for the corresponding year will supersede anything mentioned in this letter.

^ Monthly Bonus – Paid out on monthly basis.

***** ESIC –** Basis the eligibility criteria for your coverage under ESIC and in line with the statutory requirements and amendments thereto from time to time, your salary will be subjected to necessary deductions towards employee's contribution to ESIC. The company will make the necessary employer's contribution accordingly.

I, Ms. Bodireddy Sindhu, have read the terms and conditions mentioned in Annexure A. I understand and accept the same without any reservation.

Name	Bodireddy Sindhu
Signature	
Date	
Place	

Bodireddy Sindhu – Read, Understood & Accepted

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

YKR FOODS PRIVATE LIMITED

Dear **Kalluri Thanuja,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Jaladhi Lokesh,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Gangeddi Venkatesh,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Gajulapalli Rama Prasanna,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **G Kavalik Kumar Reddy,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **B Kumara Swamy Naik,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED
N. Srinu
Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Bandi Balakrishna,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

N. Srinu

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Bangi Suneel Kumar,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

N. Srinu

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Eluri Mahesh Babu,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **B Pavankumar,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **A Reddipavan Sumanth Reddy,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED
N. Srinu
Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **A Sharath Kumar,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within 3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED
N. Srinu
Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **B Yamini,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Bathireddy Gari Pallavi,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Veeruballi Bindu,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED
N. Srinu
Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **V Manjunath,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **V Karthik,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Thoti Girish Babu,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Sai Himasree,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Sagala Vasuki,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **S Gangappa,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Raguri Venkata Nirmala,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Proddatur Habiboon,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Policharla Bharathi,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Peddireddy Bharath Kumar Reddy,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Pallipattu Harichandana,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Palakonda Sireesha,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **P R Chandra Sekhar,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **P Niranjankumar,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

N. Srinu

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Mogal Shabber Basha,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

N. Srinu

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Maddela Malliswari,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **M Sowjanya,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **M Deepika,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Kothapalyam Hareesh,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

N. Srinu

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Kaveri Hemavathi,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,

N. Srinivasulu,

Hr Manager.

For YKR FOODS PRIVATE LIMITED

N. Srinu

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Katari Manikanta,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

YKR FOODS PRIVATE LIMITED

Dear **Karanam Bhargavi,**

We are excited to give you this offer of employment for the position of Sales and Business Executive with YKR foods Pvt Ltd. Please review the summary of the terms and conditions of our company in Annexure I. We offered salary packed 2.5 lakhs per annum. If you accept this offer letter, your Joining date within3 months., and you need to report to HR Manager Mr N Srinivasulu, Contact No +91- 9866175114.

If you accept this offer letter, please find attached terms and conditions of your employment. By 27/11/2021, we would like to receive your response. If you have any questions in the interim, don't hesitate to get in touch with to HR Manager Mr N Srinivasulu over phone or via email at ykrfoods@gmail.com.

We are looking forward to your joining with us.

Best regards,
N. Srinivasulu,
Hr Manager.

For YKR FOODS PRIVATE LIMITED

Authorised Signatory

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

19-8-150, Hathi Ramji Colony, Biradiated, Tieupathi-517501
Chittoor Dist., A. P., email: ykrfoods@gmail.com

NSPIRA®
Management Services Pvt. Ltd.

Reference: NSPIRA/20/6567/AUGUST/2023/SALARIED/078 **Date: 06-Apr-2023**

LETTER OF APPOINTMENT

Dear KARANAM BHARGAVI

Employee ID : 6567-00012

We are pleased to confirm our Appointment of employment to you for a regular full-time position with **Nspira Management Services Pvt. Ltd** as a **ACCOUNTANT** effective from **06-Apr-2023**

As discussed, this Appointment is conditional upon completion of satisfactory references check that could include, but is not necessarily limited to, a back ground verification such as review of past employment and education records.
The details of our Appointment, including the terms and conditions of your employment, are attached as **Schedule "A."**

Please take the time to carefully review our Appointment. This letter, along with the enclosed schedules, outlines the obligations of both **Nspira Management Services Pvt. Ltd ("Nspira"/ "Company")** and yourself with respect to your employment conditions, and is governed by State and Central Laws of India. It details the terms and conditions of your employment with **Nspira Management Services Pvt. Ltd** and will form our agreed upon employment contract with you once signed.

Accepting employment will be conditional upon agreeing to and signing the attached copy of this letter and the attached Schedule(s), initialing each page in the right-hand corner, and returning it to us upon your earliest convenience, but prior to your first day of employment.

we look forward to welcoming you to the **Nspira Management Services Pvt. Ltd** team and wish you a successful and rewarding career with us.

Sincerely,
For Nspira Management Services Pvt. Ltd.

Ramesh Babu P
Head HR

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

I, **KARANAM BHARGAVI** acknowledge that I have read, understood and accept this Appointment and the terms and conditions contained in the attached Schedule(s), and agree to be bound by the terms and conditions of employment as outlined therein.

NSPIRA®
Management Services Pvt. Ltd.

Schedule A

Terms and Conditions of Employment.
The following outlines the terms and conditions of employment with us. The Company reserves the right to change these terms and conditions as necessary, with due notice.

CTC Per Annum	**Fixed Salary–Per Annum: Rs. 264,000.00** (In Words **Two Lakh, Sixty Four Thousand Rupees**) Compensation structure is given below. CTC includes Employee and Employer Contributions of PF & ESIC, If applicable. Employees whose monthly gross salary is above Rs.21000/- Per Month, You are eligible for group Medi-claim benefit on a co-pay basis and your contribution will be deducted from your first month salary.
Payroll Schedule	Your salary will be paid to you on a **monthly** basis, less required deductions, (through direct deposit) **OR** (by cheque).
Holidays/Leaves	In respect of working hours, availing of Weekly off and eligibility for national and festival holidays, employee will be governed by the terms and conditions as applicable to employees in employee's grade at his/her place of posting.
Superannuation	On attaining the age of 60 years, the employee is liable to be superannuated/retire from the services of the Company. The Management may at its discretion extend your service period.
Benefits	You shall be entitled to participate in all benefit plans of **Company** as may be made available to employees of **Company** from time to time for which you are eligible. You will receive complete details of all benefits plans as part of your new employee orientation, and enrollment will take place (immediately) **OR** (once you meet the eligibility criteria).
Travel	As per the requirements of your position, you will be expected to travel as per company policy.
Probationary Period	To assess your fit within Company, the first Six(6) months of your employment will constitute a probationary period. At any time during this probationary period, Company may terminate your employment without cause and without advance notice or pay in lieu of notice. If this occurs, we would have no further obligation to you, financial or otherwise.
Policies and Standards	**Company** has established a variety of policies and standards that ensure a safe, enjoyable working environment. During the period of your employment with us,

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

NSPIRA®
Management Services Pvt. Ltd.

	you agree to be bound by these policies and standards, and any future policies and standards that are reasonably introduced by the Company. It is agreed that the introduction and administration of these policies is within the sole discretion of **Company** and that these policies do not form a part of this Agreement. It is agreed that if **Company** introduces, amends or deletes employment-related policies as conditions warrant that such introduction, deletion or amendment does not constitute a breach of this Agreement.
Confidentiality and Intellectual Property	Our Appointment of employment is conditional upon you agreeing to and abiding by the "Confidentiality and Proprietary Information Agreement." Attached Schedule "B."
Non-Solicitation	You hereby agree that, while you are employed by **Company** and for one (1) year following the termination of your employment with **Company**, you will not (i) recruit, attempt to recruit or directly or indirectly participate in the recruitment of, any **Company** employee or (ii) directly or indirectly solicit, attempt to solicit, canvass or interfere with any customer or supplier of **Company** in a manner that conflicts with or interferes in the business of **Company** as conducted with such customer or supplier.
Changes to Duties and/or Compensation	If your duties or compensation should change during the course of your employment with Company, the validity of our agreement will not be affected. In addition, if one or more of the provisions in our agreement are deemed void by law, then the remaining provisions will continue in full force and effect.
Resignation	Should you wish to resign from your employment with the Company, you will be required to provide two months written notice or as per the agreement made if any to enable us to transition your work.
Termination	After the end of your probationary period, the Company may terminate your employment without cause at any time by providing you with the minimum notice of 1 Month, or pay in lieu of such notice or immediate termination in case of violation of code of conduct or any policies of company. If company receives any information that an employee being implicated directly or indirectly in any criminal prosecution or criminal act prior to his/her joining the company or during their terms of service with the company. In the event a temporary layoff is ever required, it may be implemented in accordance with the requirements of the Minimum Wages Act.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

NSPIRA®
Management Services Pvt. Ltd.

Compensation Structure

Salary Annexure

	Per Month	Per Annum
Earnings		
Basic	9,900.00	118,800.00
House Rent Allowance	8,800.00	105,600.00
Dearness Allowance	1,100.00	13,200.00
Other Allowance	2,200.00	26,400.00
Employer PF	0.00	0.00
Employer ESI	0.00	0.00
Total CTC	22,000.00	264,000.00

Note: All the statutory deductions are applicable as per the government norms.

Sincerely,
For Nspira Management Services Pvt. Ltd.

Ramesh Babu P
Head HR

I, **KARANAM BHARGAVI** acknowledge that I have read, understood and accept this Appointment and the terms and conditions contained in the attached Schedule(s), and agree to be bound by the terms and conditions of employment as outlined therein.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Gollapalli Tirupati-517 505

NSPIRA®
Management Services Pvt. Ltd.

SCHEDULE B

Employee Covenants

Confidentiality and Proprietary Information Agreement

In consideration of employment as an employee or engagement as an independent contractor with Company (the "**Company**"), the undersigned (the "**Employee**") agrees and covenants as follows:

1. Employment with the Company as an employee or engagement with the Company as an independent contractor, as the case may be (the "**Engagement**"), will give the Employee access to proprietary and confidential information belonging to the Company, its customers, its suppliers and others (the proprietary and confidential information is collectively referred to in this Agreement as "**Confidential Information**"). Confidential Information includes but is not limited to customer lists, marketing plans, proposals, contracts, technical and/or financial information, databases, software and know-how. All Confidential Information remains the confidential and proprietary information of the Company.

2. As referred to herein, the "**Business of the Company**" shall relate to the business of the Company as the same is determined by the Board of Directors of the Company from time to time.

3. The Employee may in the course of the Engagement conceive, develop or contribute to material or information related to the Business of the Company, including, without limitation, software, technical documentation, ideas, inventions (whether or not patentable), hardware, know-how, marketing plans, designs, techniques, documentation and records, regardless of the form or media, if any, on which such is stored (referred to in this Agreement as "**Proprietary Property**"). The Company shall exclusively own all Proprietary Property which the Employee conceives, develops or contributes to in the course of the Engagement and all intellectual and industrial property and other rights of any kind in or relating to the Proprietary Property, including but not limited to all copyright, patent, trade secret and trade-mark rights in or relating to the Proprietary Property. For greater certainty, the Employee hereby assigns to the Company any and all rights that the Employee may have or obtain in or to the Proprietary Property. Material or information conceived, developed or contributed to by the Employee outside work hours on the Company's premises or through the use of the Company's property and/or assets shall also be Proprietary Property and be governed by this Agreement if such material or information relates to the Business of the Company. The Employee shall keep full and accurate records accessible at all times to the Company relating to all Proprietary Property and shall promptly disclose and deliver to the Company all Proprietary Property.

PRINCIPAL
ddartha Educational Academy
Group of Institutions
Gollapalli Tirupati-517 505

NSPIRA®
Management Services Pvt. Ltd.

4. The Employee shall, both during and after the Engagement, keep all Confidential Information and Proprietary Property confidential and shall not use any of it except for the purpose of carrying out authorized activities on behalf of the Company. The Employee may, however, use ordisclose Confidential Information which:

   (i) is or becomes public other than through a breach of this Agreement;

   (ii) is known to the Employee prior to the date of this Agreement and with respect to which the Employee does not have any obligation of confidentiality; or

   (iii) is required to be disclosed by law, whether under an order of a court or government tribunal or other legal process, provided that Employee informs the Company of such requirement in sufficient time to allow the Company to avoid such disclosure by the Employee.

   (iv) The Employee shall return or destroy, as directed by the Company, Confidential Information and Proprietary Property to the Company upon request by the Company at any time. The Employee shall certify, by way of affidavit or statutory declaration, that all such Confidential Information and Proprietary Property has been returned or destroyed, as applicable.

5. The Employee covenants and agrees not to make any unauthorized use whatsoever of or to bring onto the Company's premises for the purpose of making any unauthorized use whatsoever of any trade secrets, confidential information or proprietary property of any third party, including without limitation any trade-marks or copyrighted materials, during the course of the Engagement. The Employee agrees and represents that the Engagement and the execution of this Agreement do not and will not breach any agreement to which the Employee is currently a party or which currently applies to the Employee.

6. The Employee shall not Accept/Receive any presents, gifts, commissions, loans, advances or any sort of gratification or benefit in cash or kind from any person, party, firm or company having dealings with the company. If such things are offered by any person, party, firm or company the employee shall immediately report the same to the management in writing. The employee shall not also borrow anything from the customers, client's other employees of the of the company, agencies, stockiest and trade, suppliers, contractors etc.,

7. At the reasonable request and at the sole expense of the Company, the Employee shall do all reasonable acts necessary and sign all reasonable documentation necessary in order to ensure the Company's ownership of the Proprietary Property and all intellectual and industrial property rights and other rights in the same, including but not limited to providing to the Company written assignments of all rights to the Company and any other documents required to enable the Company to document rights to and/or register patents, copyrights, trade-marks, industrial designs and such other protections as the Company considers advisable anywhere in the world.

8. The Employee hereby irrevocably and unconditionally waives all moral rights the Employee may now or in the future have in any Proprietary Property.

PRINCIPAL
Siddartha Educational Acade...
Group of Institutions
...ear C.Gollapalli, Tirupati-517 50...

NSPIRA
Management Services Pvt. Ltd.

9. The Employee agrees that the Employee will, if requested from time to time by the Company, execute such further reasonable agreements as to confidentiality and proprietary rights as the Company's customers or suppliers reasonably required to protect Confidential Information or Proprietary Property.

10. Regardless of any changes in position, salary or otherwise, including, without limitation, termination of the Engagement, unless otherwise stipulated pursuant to the terms hereof, the Employee will continue to be subject to each of the terms and conditions of this Agreement and any other(s) executed pursuant to the preceding paragraph.

11. The Employee agrees that the Employee's sole and exclusive remedy for any breach of this Agreement or any other agreement by the Company will be limited to monetary damages and that the Employee will not make any claim in respect of any rights to or interest in any Confidential Information or Proprietary Property.

12. The Employee acknowledges that the services provided by the Employee to the Company are unique. The Employee further agrees that irreparable harm will be suffered by the Company in the event of the Employee's breach or threatened breach of any of his or her obligations under this Agreement, and that the Company will be entitled to seek, in addition to any other rights and remedies that it may have at law or equity, a temporary or permanent injunction restraining the Employee from engaging in or continuing any such breach hereof. Any claims asserted by the Employee against the Company shall not constitute a defense in any injunction action, application or motion brought against the Employee by the Company.

13. This Agreement is governed by the laws of India and the Employee agrees to the exclusive jurisdiction of the courts of the Hyderabad in relation to this Agreement.

14. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, that provision shall be deleted and the other provisions shall remain in effect.

IN WITNESS WHERE OF the Company has caused this Agreement to be executed as of the **06-Apr-2023**

Sincerely,
For Nspira Management Services Pvt. Ltd.

Ramesh Babu P
Head HR

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli Tirupati-517 505


HCLTech
ARUNA N
PRINCIPAL
Siddartha Educational
Group of Institu
52146764

FOXLINK 正崴集團



Name:

C Sai Susmitha

No:

2063300

Department:

Manufacturing

I Joined the Foxlink Family In 20 July 2022

Authorised Signatory

Marco Huang



PRINCIPAL
Siddartha Education

L&T Construction



PANABAKAM YAMINI

P.S. No. 20339048

Blood Group : B+

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C. Gollapalli, TIRUPATI-517

documents or any other writing copy of writing of any nature whatsoever pertaining to the business of the company or any of subsidiaries.

11) Commencement of Duties:-

Should you wish to accept the terms of employment as offered? You are requested to sign and return the duplicate of this letter to us for the confirmation.

Kindly sign and return the copy of this letter. Please sign each page in acceptance of the terms and conditions set out herein.

We welcome you and wish you a very successful career with our company.

12) Acceptance of Terms & Conditions of Service:-

In accepting employment with **ODZONIC Technologies and Solutions Private Limited** undertake to confirm to the Company's rules and regulations and agree to abide by the terms and conditions set out in the above Letter of Appointment, the provisions set out in the Company's Services, Rules and the Code of Conduct and all other Company policies now in force and as may be amended or added from time to time and such provisions shall be deemed to have been incorporated into my terms of employment. I agree that the Employment Contract Documents constitute my entire agreement with the Company concerning in topics covered. They replace completely any earlier of contemporaneous communication or agreement with the Company about these topics.

Please return to us the duplicate copy of this letter, duly signed, as a token of your having read and understood the terms and conditions of your appointment completely and accepted.

KRISHNA CHAITANYA SARMA.T
(COO)

MADHAVI CHITYALA
(HR)

HAVIK
SOFTWARE TECHNOLOGIES

OFFER LETTER

Date: 20th-Mar-2023

Mr. DHARMA S,

Employee Code: HVK1070

Dear DHARMA S,

Sub: Offer for Employment

We are pleased to offer you employment for the post of **Associate Engineer**– Service, in our organization. You will be based in our office at Hyderabad.

We congratulate you and wish you a long and successful career with us. We are confident you will be able to make a significant contribution to the success of **HAVIK SOFTWARE TECHNOLOGIES** and look forward to working with you.

We take this opportunity to thank & appreciate your decision to join of HAVIK SOFTWARE TECHNOLOGIES. You are requested to join us on or before **April 6th, 2023.**

Your employment with us will be governed by the Terms & Conditions as detailed in **Annexure – A.**

This offer has been made based on the information furnished by you, however, if there is any discrepancy in the copies of documents or certificates given by you, we retain the right to review our offer of employment.

The break-up of your salary package for the employment period is provided in the **Annexure – B** in this offer letter.

Please sign and return duplicate copy of this letter in token of your acceptance to our offer. We assure you of our support for your professional development and growth.

Yours truly,

For HAVIK SOFTWARE TECHNOLOGIES AUTHORIZED SIGNATORY

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

HAVIK
SOFTWARE TECHNOLOGIES

Annexure – A

1. Personal Particulars:

You will keep us informed of any change in your residential address, your family status or any other relevant particulars. You would also let us know the name and address of your legal heir/nominee.

2. Nature of Work:

You will work at a high standard of the initiative, creativeness, and efficiency in the organization. The nature of work and responsibilities will be assigned and explained to you by your superior from time to time.

3.Working Hours:

The regular working hours of the company are from 9:00 AM to 6:00 PM including 30 minutes for the lunch break and 30 minutes for the tea break.

4. Assignment, Transfer and Deputation:

Though you have been engaged to a specific position, the company reserves the right to send you on deputation/transfer/assignment to any of the company's client sites in Telangana, whether existing at the time of your appointment or to be set up in the future.

5. Training:

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the company's expense. Kindly note that refusal to participate in a training program without any extraneous circumstances would lead to automatic termination of your employment.

6. Intellectual Property Right:

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or another process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use, utilize and exploit such improvement and you shall assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

7. Secrecy/Confidentiality:

You will not during the course of your employment with the company or at any time thereafter divulge or disclose to any person, whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development

process reports and reporting system and you will during the course of your employment hereunder also use your best end ever to prevent any other person from doing so.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HAVIK
SOFTWARE TECHNOLOGIES

8. Restrain:

i. Access to Information:

Information is available on a need-to-know basis and access for Sales and Service data is provided as per the job role. Access to data is authorized through the management and through the lead (if data available with him). **ii.Restriction on Personal Use:**

Use of company resources for personal use is strictly restricted. This includes the usage of computer resources, information, internet service, and working time of the company for any personal use.

9. Leave:

You will be entitled to leave as per law in force and as laid down in the Standing Orders of the company. The company follows a strict time schedule and late comings are discouraged unless otherwise notified by you in advance. Late marks will be accorded to you for every late entry with one day of absence counted for every three late marks.

10. Security:

Security is an important aspect of our communication and office infrastructure. Communication security is maintained by controlling physical access to the computer system or Laptops, Storage drives and companywide awareness about the need for protection of intellectual property and sensitive customer information.

11. Termination of Service:

i. Either party can terminate this employment by serving a notice of three months on the other, save and accept that the employee and the company may at its option pay salary in lieu of the notice period to terminate employment with immediate effect. If employee terminates without proper three months' notice, then he has to reimburse last three months' salary.

ii.Unauthorized absence or absence without permission from duty for a continuous period of 7 days would make you lose your lien on employment. In such a case, your employment shall automatically come to an end without any notice of termination or notice pay.

iii.You will be governed by the laid down code of conduct of the company and if there is any breach of the same or non-conformance of contractual obligation or with the terms and conditions laid down in this agreement, your service can be terminated without any notice; notwithstanding any other terms and conditions stipulated herein the Company reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interest.

12. Standing Orders:

You will abide by the Standing Orders, rules & regulations and service conditions that may be in force or application to the organization or are framed from time to time by the company.

13. Appointment in Good Faith:

It must be specifically understood that this offer is made based on your proficiency on technical/professional skills you have declared to possess as per your application for employment and your ability to handle any assignment/job independently. In the case later any of your statements/particulars furnished are found to be false or misleading or your performance is not up to the mark or falls short of the minimum standard set by the company, the company shall have the right to terminate your services forthwith without giving any notice notwithstanding any other terms and conditions stipulated therein.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HAVIK
SOFTWARE TECHNOLOGIES

The above terms and conditions are based on the company's policy, procedures, and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all the matter including those not specifically covered here in this offer such as travelling, retirement, etc. you will be governed by the rules of the company as shall be in force from time to time.

14. Remuneration:

The break-up of your salary package during the training period is provided in the Annexure – B in this offer letter.

Any statutory dues like PF, ESI, Bonus etc, if applicable, will be Paid / Deducted as per law. All taxes will be deducted as applicable by law.

HAVIK SOFTWARE TECHNOLOGIES shall pay the remuneration calculated at an agreed rate for each period worked during the employment, to be paid or monthly in arrears subject to deductions for the purpose of Provident Fund and any other Statutory deductions which HAVIK SOFTWARE TECHNOLOGIES may be bound by any laws or regulations to make. In addition, HAVIK SOFTWARE TECHNOLOGIES shall be entitled at any time to make deductions from the remuneration in respect of sums due from you to HAVIK SOFTWARE TECHNOLOGIES in relation to any overpayment of any kind or any other debt.

Kindly send the accepted copy of the same and your PAN Card Copy to HAVIK SOFTWARE TECHNOLOGIES In case the signed acceptance is not received by HAVIK SOFTWARE TECHNOLOGIES within 7 days of the offer date, HAVIK SOFTWARE TECHNOLOGIES reserves the right to withdraw the offer.

15. List of Documents to be submitted:

- Aadhar Card/Voter ID
- PAN Card
- Qualification Certificates

For **HAVIK SOFTWARE TECHNOLOGIES**

Authorized Signatory
Signature

Accepted By

DHARMA S,

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

HAVIK
SOFTWARE TECHNOLOGIES

Annexure – B :

Your Salary structure is bifurcated as under:

Particulars	CTC
Earnings	
Basic	₹ 1,89,000
HRA	₹ 1,05,000
Conveyance Allowance	₹ 37,800
Medical Allowance	₹ 56,700
Special Allowance	₹ 31,500
Performance Bonus(Per Annum)*	₹
Total	**₹ 4,20,000**
Deductions	
Professional Tax (PT)	₹ 2,400
Employee Contribution to PF	₹ 22,680
Employer Contribution to PF	₹ 22,680
Income Tax	₹ -
Total	₹ 47,760
Net Payable	**₹ 3,72,240**

Please note that Income Tax has been calculated based on the standard IT slabs along with deductions.

For **HAVIK SOFTWARE TECHNOLOGIES**

Accepted By

DHARMA S,

Signature

+91 9133456739 info@haviktec.com
I Labs, Hyderabad Technology Park, Level 2,
Oval Building, Gate No 6, Plot no. 18,
In orbit Mall Road - Hyderabad 500081.

www.haviktec.com

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Shaik Salma
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Shaik Salma**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Molathati Durganadh
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Molathati Durganadh**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

I confirm and accept this appointment

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kamasani Nagarjuna Reddy
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kamasani Nagarjuna Reddy**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED * HYD. *

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 50.

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Buragala Hari Subramanyam
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Buragala Hari Subramanyam**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
...rtha Educational Academy
Group of Institutions
... C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Bayanaboyina Durga Prasad
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Bayanaboyina Durga Prasad**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.
   iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

KNR Constructions Limited.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Sri Vidyanidhi Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 501

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Vidadala Bhavitha
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Vidadala Bhavitha**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.
   iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

KNR Constructions Limited.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

I confirm and accept this appointment

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Trimicheri Saiprakash
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Trimicheri Saiprakash**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   - i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   - ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.
   - iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED HYD

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Thripuranthakam Hemanth
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Thripuranthakam Hemanth**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Educational Academy
up of Institutions
ollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Sunkara Ravikumar
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Sunkara Ravikumar**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

R Hareeshbabu
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **R Hareeshbabu**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED * HYD. *

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Chandragalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Penagadam Sireesha
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Penagadam Sireesha**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Peddaiahgarla Bharath Kumar Reddy
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Peddaiahgarla Bharath Kumar Reddy**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near. C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Narra Yogishwar
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Narra Yogishwar**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Mallela Nagateja
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Mallela Nagateja**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

M Santhosh
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **M Santhosh**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

M Dhinesh Kumar
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **M Dhinesh Kumar**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Educational Academy
Group of Institutions
C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kancheevaram Chamundeswari
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kancheevaram Chamundeswari**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Gandluru Ravi Tejaswini
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Gandluru Ravi Tejaswini**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Cheerla Reddappa Reddy
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Cheerla Reddappa Reddy**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED * DHC *

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Gudimallam, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Atthuru Vamsikrishna Reddy
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Atthuru Vamsikrishna Reddy**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kalavalapudi Kiran
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kalavalapudi Kiran**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Somagattu Krupananda Reddy
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Somagattu Krupananda Reddy**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Sakam Anand Kumar Reddy
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Sakam Anand Kumar Reddy**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Pathakota Masthanaiah
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Pathakota Masthanaiah**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Educational Academy
Group of Institutions
Ogulapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Madineni Manoj Kumar
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Madineni Manoj Kumar**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Levaku Satish
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Levaku Satish**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kotakonda Santhosh
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kotakonda Santhosh**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kanderi Yogesh
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kanderi Yogesh**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED * DAHA

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kadiri Sunil Kumar
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kadiri Sunil Kumar**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

i) You shall be subject to the general direction of KNR Constructions Limited.,' Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Guntimadugu Dinesh
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Guntimadugu Dinesh**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Gajjela Lokanath
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Gajjela Lokanath**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited.... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Chandragiri, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Baigadda Mahesh
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Baigadda Mahesh**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED * HYD *

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

V Sri Vidya
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **V Sri Vidya**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

KNR CONSTRUCTIONS LIMITED

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

I confirm and accept this appointment

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Myla Jaya Simha
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Myla Jaya Simha**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Anke Suman Chandra
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Anke Suman Chandra**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED * HYD. *

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Appalaneni Manjunadha Naidu
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Appalaneni Manjunadha Naidu**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Arikonda Anjali
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Arikonda Anjali**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   - i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   - ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.
   - iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

KNR Constructions Limited.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

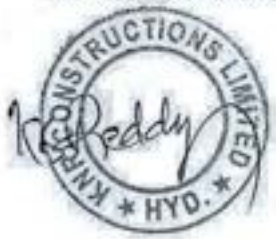
x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment



K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Basireddy Ram Gopal Reddy
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Basireddy Ram Gopal Reddy**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   - i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   - ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.
   - iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Bathalapuram Vishnuvardhan
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Bathalapuram Vishnuvardhan**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   - i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   - ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.
   - iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

KNR Constructions Limited.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

CONSTRUCTIONS LIMITED
IYD.

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Bhoomireddy Rajasekhar Reddy
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Bhoomireddy Rajasekhar Reddy**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

6 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

7 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

8 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

9 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

10 While working on any project or work assignment pursuant to this contract:

xi) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

xii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

xiii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

xiv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

xv) You shall not leave company without prior notice of minimum of two months.

xvi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

xvii) The company expects good discipline, honest, behavior, faith and subordination.

xviii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

xix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

xx) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

CONSTRUCTIONS LIMITED HYD.

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
C.Gollapalli Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Bonda Gayathri
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Bonda Gayathri**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   - i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   - ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.
   - iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Dulam Aravind
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Dulam Aravind**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

KNR Constructions Limited.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Gundala Uma Maheswari
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Gundala Uma Maheswari**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kadapa Safiya
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kadapa Safiya**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED * HYD. *

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kannambakam Sharmila
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kannambakam Sharmila**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kothakota Ravi Kumar
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kothakota Ravi Kumar**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED * HYD. *

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kullai Prasanna
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kullai Prasanna**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED * HYD. *

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kunchapu Sasikiran
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kunchapu Sasikiran**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Kunchipalli Neelaveni
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Kunchipalli Neelaveni**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

CONSTRUCTIONS LIMITED * HYD. *

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

I confirm and accept this appointment

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Marakalakuppam Soumya
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Marakalakuppam Soumya**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

KNR CONSTRUCTIONS LIMITED * HYD. *

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

N C Babysha
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **N C Babysha**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Pallapu Ganesh
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Pallapu Ganesh**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Pathamekala Sathish Kumar Reddy
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Pathamekala Sathish Kumar Reddy**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for, the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Shaik Jasiya
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Shaik Jasiya**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1 You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.

2 The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.

3 You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.

4 You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.

5 While working on any project or work assignment pursuant to this contract:

   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.

   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KNR Constructions Limited.

Appointment Letter

Date:18.12.2021

To

Shaik Saba Fathima
Siddartha Educational Academy Group of Institutions
Tirupati

Dear **Shaik Saba Fathima**

We are pleased to appointment you as **G E T-Mechanical / Civil / Electrical** at **Nagari Project site AP & TN** Reporting to the Executive Director/Senior Vice President on the Following terms and conditions.

1. You will be paid a consolidated salary CTC of **Rs.17,650/-** (In Words: Rupees Seventeen Thousand Six Hundred and Fifty Only) per Month. And you will have to join our project after 3 months from your acceptance date.
2. The terms and conditions of your employment are to be treated as confidential between yourself and KNR Constructions Limited... And should not be discussed with third party.
3. You will be on probation for period of six months. On the base of successful performance and your productivity work out put, your services will be regularized as permanent employee.
4. You are responsible for the following and will execute the work as per the guidance given by Executive Director/Senior Vice President time to time.
5. While working on any project or work assignment pursuant to this contract:
   i) You shall be subject to the general direction of KNR Constructions Limited., Executive Director/Senior Vice President and will be responsible to them for the proper performance of work.
   ii) You shall not issue or make public statement concerning KNR Constructions Limited., Operations and this release of any information on confidential matter or any other issues.

KNR Constructions Limited.

iii) You shall conduct yourself in a manner with the maintenance of friendly relations between KNR Constructions Limited., staff and the Government of India, Consultants and with Sub-Contractors.

iv) You shall not take any decision on your own to release any kind of information to any agency without consulting with your superiors.

v) You shall not leave company without prior notice of minimum of two months.

vi) You shall before leaving the employment of KNR Constructions Limited., handover the charge to the competent authority to the satisfaction of the Directors of the company for the settlement of all debts owing by you.

vii) The company expects good discipline, honest, behavior, faith and subordination.

viii) You shall be responsible for all personal taxation levied for the period of, and relating to in accordance with the laws of the Government of India.

ix) During the employment you will not be engaged in any other employment / consultancy or with any other company what so manner & breach of this will be viewed seriously including termination of your employment.

x) The company reserves the right to terminate your services at any time notwithstanding the provision contained herein, for any act of indiscipline, non-performance, dishonesty, misbehavior, lack of faith and insubordination or breach of any of the above said clauses of this letter of appointment and to claim damages from you summarily.

We look forward to your cooperation and successful career in this organization.

With regards,

For KNR Constructions Limited.,

I confirm and accept this appointment

K.SANKAR REDDY
[Sr. VICE PRESIDENT]

Signature:
Date:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ODZONIC
Technologies and Solutions Pvt Ltd

12-01-2023

LETTER OF APPOINTMENT

Dear **Ms. Pula Likhitha**,

With reference to your application and subsequent interview with us, we are pleased to inform you that you have been selected for the position of **Trainee Software Engineer** at **ODZONIC Technologies and Solutions Private Limited** among all qualified candidates you seemed tobe the best fit for our growing organization.

Ms. Pula Likhitha,
Permanent Address:
13-03-303, Nawabpeta,
Tirupathi, AP-517501.

On the following terms and conditions:-

This offer is subject to satisfactory verification of your character, antecedents and testimonials.

1) Appointment:-

You shall be appointed at the position of Trainee Software Engineer,
Your Date of Joining will be 18-01-2023
Your initial place of posting is in Hyderabad. The company reserves the right to change your place of posting by transferring you or placing you on deputation to any of itsoffices, subsidiaries or associated companies in any location within or outside India.

Your appointment with the company is subjected to:

(a) The accuracy of the testimonials and information provided by you;

(b) Your being free from any contractual restrictions preventing you from accepting this offer or starting work on the above mentioned date.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati (R)-517 505

2) Role and Responsibilities: -

You will commence employment with the Company on 18-01-2023 According to the instructions given by the Division/Department Head or his/her deputy.

You are expected to apply your best degree of professional, technical and administrative skills and experience work diligently and evidence care and economy in the use of office equipment and supplies.

Your **leave** entitlement will be as per Company's policy notified by the line Manager from time to time. Please check with your **Reporting Manager** for your **leave** entitlement for the current year.

3) Grade and Basic Salary:-

Your Salary will be **Rs. 1,80,000 LPA**
You will be reimbursed expenses incurred during course of employment / for discharge of official duty, subject to submission of receipts, as per company rules. (If Applicable)
Salary increment would be based on your performance reviews during the year and appraisal would be as per company policy.

4) Probation:-

You will be on the probation for **90 Days** of service with the Company. The Company reserves the right to waive, reduce or extend the probation period at its discretion subject to a maximum extension of three additional months. Any confirmation of your service will be in writing.

5) Work Rules/Employment:-

You will also be entitled to and governed at all times by the policies, procedures, regulations and rules of the Company in effect from time to time whether such policies are specified in the Letter of Appointment or elsewhere. Further the Company may modify or change or add such policies, procedures, regulations or rules whether related to your salary or otherwise.
You acknowledge, agree and hereby consent that the Company may record and monitor your mails and telephone calls you may make or receive at work, for business reasons. You will devote your whole working time to the service of the Company and will not engage in any other employment. Failure to comply with the above will subject you to immediate termination without notice or payment in lieu of notice

It is mandatory for every employee that to submit his Mobile/Laptop/or any electronic devices to the Support Staff Division drawer on the starting of his/her shift and can take

back only in the lunch break or after the finishing of working shift. So every employee advised to give the office landline numbers to the person of his family so that in the emergency they can contact to you.

6) Job Assignment:-

You may during the course of your employment be given any assignment arising out of the Company's business that the Company in its subjective judgment feels suited to your background, qualification and experience.

7) Code of Conduct:-

You shall, at all times, be required to carry out such duties and responsibilities as may be assigned to you by the Company or the senior officer and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavoring to the best of your ability to protect and promote the interest of the Company.
You shall keep strictly confidential the details of your salary and employment benefits and letter of appointment, within and outside the Company.
You shall not disclose or divulge any confidential information related to the Company's business or its customers or clients, which may come to your knowledge or possession during the tenure of your employment.
You will be bound by the Code of Conduct and all other rules, regulations, policies and orders issued by the Company from time to time in relation to your conduct, discipline and service conditions such as leave, medical etc, as if these conduct rules, regulations, policies etc at all, were part of this contract of appointment.
You will neither take any type of intoxication while you are in office premises nor come to office in intoxicated state.
You will give due respect to your colleague and keep a good atmosphere at office.

8) Termination of Service:-

It is to be clearly understood that referred to in this Letter of Appointment, your employment may be terminated by the Company at any time during the period with fifteen (15) days notice if your performance is below average.
Company reserves the right to not to relieve you of your services or dismiss you without severance in the event your work performance during this period is not satisfactory or that all Company documents and intellectual data and property in your custody have not been properly handed over by you to an authorized representative.
The Company reserves the right to terminate your employment on grounds of policy, misconduct or unsatisfactory job performance without notice or without payment of notice period and further can relieve you immediately, keeping in view the atmosphere of office.
Absence for a period of **two days** without prior approval of your manager in writing (including overstay of leave), can lead to your services being terminated without notice, or explanation, or payment.

You may be terminated if any declaration given or furnished by you to the company in any document submitted for employment proves to be false or if you have willfully suppressed any material information.

You commit a breach of contract of employment.

You violate any rule or disobey any lawful instruction given by company.

Notwithstanding the above, the Company reserves the right at all times to terminate your employment forthwith without notice or payment in lieu of notice by way of punishment for misconduct under the Company's Service Rules. In such an event, without prejudice to the Company's rights at law and/ or under other provisions of this letter, the Company shall pay only salary earned by you up the date of termination. By accepting employment with the Company, you expressly authorize the Company to deduct from any payment due to you at any time, including from a termination or severance payment, any amounts owed by you to the Company unless otherwise prohibited by law. The Company shall be entitled to offset payment of any pro-rated allowance advances, etc. against salary due and to withhold amounts that may be required by the relevant authorities.

9) Resignation:-

It is clearly understood that in case employee wants to resign from his services, then he/she has to serve the notice period of **30 days** before giving the resignation.

That company is giving free training to you and you are bound to serve the company for at least 12 months, so that the expenses on giving special training could be met by the company. But if employee leave job before the expiry of 12 months or until his/her **resignation** is not accepted by the company and all the intellectual data and all the passwords and all information in the computer of employee is not returned to company or he or she uses that data for his/her personal use then company has the right to recover from the employee in the court of law and employee has accepted this condition with her/his will without any pressure from company before accepting the employment of company and all the terms and conditions of conduct rule and regulations of company.

10) Others Rules and Regulations:-

You will be governed by rules & regulations of the company as applicable, enforced, amended or alerted from time to time during the course of your employment.

At company's option, you may be required to undergo a medical examination whenever required by a medical panel nominated by the company.

You shall maintain proper dignity of your office and shall deal with all Matters with sobriety.

You shall regularly swipe clock in/out for your attendance in the registered maintained by the company.

Any notice require to be given to you shall be deemed to be duly and properly given, if delivered to you personally or sent by registered post to you at your address in India as recorded with the company.

Upon leaving the employment of the company, you will not take along-with you any drawing, software code other reproduction or other data tables, calculation, letter or other

MSys Technologies

MSYS TECHINDIA PRIVATE LTD

ASV Chandilya Towers,
8th Floor, # 6/397, Rajiv Gandhi Salai (OMR),
Okkiyam Thoraipakkam,
Chennai – 600 096.
Tel Nos 044 39167015
www.msystechnologies.com

Date: Apr 8, 2022

Name: Bujjammagari Gangalakshmi
Employee id:
Designation: **Software Engineer Trainee**

Ms.. Bujjammagari Gangalakshmi

We are pleased to inform you that in consideration of your having agreed to make your services available to the Company for a committed period of two years, you will be paid an additional amount of Rs.1,00,000/- (Rupees One Lac only) will be post completion of two years, from the date of joining the Company. This amount will be paid half-yearly at the rate of Rs.50,000/- (Rupees fifty thousand only) at the end of June & December. This is applicable only for the 3rd year and if you are with the company. Resources on notice period will not be eligible for this amount.

In the event of your separation from the services of the Company for reasons whatsoever during this period, you will repay total amount to the Company.

The Company shall be free to recover the whole or part of the amounts payable by you from the amounts found payable to you at the time of your separation from the services of the Company.

Kindly sign a copy in acknowledgement of receipt of this letter.

Yours Faithfully
For MSys Tech India Pvt Ltd

Kathirvel Ayyasamy

Digitally signed by Kathirvel Ayyasamy

Apr 8, 2022

Human Resources
I have read the above and accept the same

Signature and date
(Employee)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

MSys Technologies
Expanding Horizons

ANNEXURE

NAME: Ms. Bujjammagari Gangalakshmi

CURRENT POSITION: Software Engineer Trainee

Particulars	Monthly (INR)	Annual (INR)
Basic	11669	140028
HRA	5835	70020
Leave Travel Assistance	2500	30000
Non-transferable Meal Voucher	2000	24000
Special Allowance	5571	66852
Base Salary	**30075**	**360900**
Provident Fund		21600
Medical Insurance Premium		10500
Gratuity		6996
COST TO COMPANY		400000

Non-Transferrable Meal Voucher *- NTMV provides you to avail income tax exemption benefit up to INR 2000/- per month or up to your entitled amount, whichever is lower. In case if you want cash in exchange of the existing NT, you will have to give such request by mail to your HR department.

Medical Insurance Benefit ** - You can opt for a Group Medical Insurance policy worth up to INR 5 Lakhs. Under this policy, along with yourself you can cover your spouse, up to 2 children and parents. The premium paid for the same is exempted under Section 17 of Income Tax up to a limit of INR 25,000/-. The details of the policy will be given separately.

MSys Technologies
Expanding Horizons

16) PASSPORT AND AADHAAR CARD

It would be to your advantage and in view of the business of MSys, all trainees are required to possess a valid passport and an Aadhaar Card. In case you do not already have one, you are required to obtain / produce a proof of having applied for the same at your own expense and intimate the same to the HR at your location, within three months of joining.

These above details need to be updated through the HR portal.

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

We welcome you to our company and look forward to a long and fruitful association with you.

Yours faithfully,

For MSys Tech India Pvt Ltd.

Kathirvel Ayyasamy

Digitally signed by Kathirvel Ayyasamy

Apr 8, 2022

KATHIRVEL AYYASAMY
DIRECTOR – TALENT ACQUISITION

I hereby declare that my offer of Appointment is valid only if I meet the eligibility criteria of passing the final year of Graduation/Post Graduation in the first attempt, securing 60% or above across semesters and also, undertake to produce final mark sheets and passing certificate (Attested soft copies) at the time of Onboarding to the company within 30 days of my joining, *failing which my employment with MSys may be terminated.

To confirm your acceptance of this letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to MSys.

*In case of any extension in submitting the documents a special approval to be obtained from MSys HR.

Name:_____ Signature:_____

Date:_____

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

f) Any existing employee to become associated with or perform services of any type for any third party.
g) Any violation of the above will be viewed seriously and will lead to action up to termination.

13) GENERAL

a) We trust you that you have not provided us with false information or willfully suppressed any information, if you have, you will be liable to termination from employment without notice. You are required to inform the company if there are any agreements oral or written which you have entered into and which are related to your commitments under this agreement.
b) Your employment is subject upon satisfactory reference & background checks including verification of your application materials, education, and employment history (as applicable).
c) These employment terms supersede and replace any existing agreement or understanding, if any between MSys and you relating to the same subject matter.
d) In case of any dispute, the jurisdiction to entertain and try such dispute shall vest exclusively in a court at Chennai, Tamil Nadu, India.

14) REPORTING DETAILS

You are requested to report on **Jun 1, 2022** at for the on-boarding formalities.

It is essential that you join on the date mentioned as above. After accepting our offer, if you do not report on the stipulated date, this offer of appointment will stand withdrawn.

15) DOCUMENTS REQUIRED

Please bring along with you the following documents in original and one copy of the same.

- Duly acknowledged copy of the offer letter.
- Duly executed Letter of Undertaking along with duly filled Guarantor page.
- Non-Disclosure Agreement.
- Relieving certificate, pay slip / salary certificate from your last employer, if you were employed prior to joining us.
- Two copies of your recent passport size photograph with white background.
- Cancelled bank cheque leaf.

Attested copies of the following:

- Proof of age.
- SSC / HSC or equivalent examination mark sheets.
- Diploma / Degree mark sheets for all the Semesters / Years.
- Passport first & last page.
- Driving License.
- Pan card.
- Aadhaar card.

You are requested to note that our offer is subject to submitting the above documents.

b) Engaging in misconduct (willful, intentional or otherwise) during or connection with the performance of your obligations hereunder or being arrested, charged or convicted in a criminal proceeding or similar proceeding that involves a matter which company believes, in its your obligations hereunder may affect the company and /or its affiliates and their employees, contractors and /or clients or may otherwise bring the company and /or its affiliates and their employees, contractors and/or clients any disrepute, whether or not such matter is directly related to the affairs of the company and /or its affiliates and their employees, contractors or clients: and or involvement in any act of moral turpitude commit breach of the terms of your employment;

c) Your performance on the job and your ability to deliver on the expectations of the company and clients, shall be reviewed from time to time. Any shortfall in your performance, from the set expectations and objectives, an improvement plan shall be prepared, and you will be expected to meet the objectives of the improvement plan. In the event, your performance continues to fall short, the company may in its sole discretion terminate your employment immediately by or not paying your 30 days' basic monthly salary in lieu of such notice.

11) RESPONSIBILITIES

a) In view of your position and office, you must effectively, diligently and to the best of your ability, perform all responsibilities and ensure results. You are required to keep yourself away from such activities that have an adverse impact on the reputation and the image of MSys, directly or indirectly.
b) We at MSys, are committed to ensure "integrity" in all aspects of its functioning. Please ensure that you comply with the policies of the company as they form an integral part of your employment terms with MSys. These policies are periodically modified and updated, and new policies will be introduced from time to time.
c) It should be noted that the employee associated with a project is not allowed to send any inappropriate communication to the client apart from the regular work reports, without the knowledge of the Project Manager. Any deviation will be viewed seriously, and necessary action will be taken, up to termination.
d) Consistent with the above item, any matter or situation or incident arising, which could potentially result or has resulted, in any violation of the policies or this letter, shall immediately be brought to the notice of the HR department and necessary disciplinary action will be taken.

12) CONFLICT OF INTEREST

a) You are required to engage yourself exclusively in the work assigned by the company and shall not take up independent or individual assignments directly or indirectly without the express consent of the company.
b) You shall not directly or indirectly, engage in any activity or have any interest in or perform any services for any person who is involved in activities, which are or shall conflict with the interests of the company.
c) During your employment and for a period of three (3) years from the cessation of your employment with the company (irrespective of the circumstances of, or the reasons, for the cessation) not to solicit, induce or encourage:
d) Any employee of MSys to terminate their employment or to accept employment with any competitor, supplier, or any customer with you in any connection.
e) Any customer or vendor of MSys to move his existing business with MSys to a third party or to terminate the business relationship with MSys.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

maximum of 7 days of leave during the year.

e) Apart from the above leaves, National holidays will be available as released by the company every year, for each location.

f) All weekly offs and paid holidays falling in between your leave period will not be counted as leave, till the availability of leave balance and will be considered as leave only for the calculation of unpaid leave.

8) UNAUTHORISED ABSENCE FROM WORK

Unauthorized absence from work for a continuous period of more than 3 days will be treated as absconding from duty and in case if the employee does not report to work within 10 days from the date of absence, it will be treated as 'voluntary abandonment of service' and it shall be deemed that the employee is no longer interested in the employment. This will be considered as breach of contract, and the company may take action accordingly. In such an event the employee shall be liable to refund the salary in lieu of the shortfall in the notice period and other dues payable to the company as specified. The employee is expected to keep the company informed about his / her local / permanent contact details directly in the HR systems whenever there is any change.

9) RESIGNATION

a) The contract of employment can be terminated, with or without reasons, by giving two months' notice in writing even during probationary period. MSys has the right to terminate the contract of employment by giving notice at its discretion to that effect in writing or basic salary in lieu thereof. The company reserves the right to pay or recover salary in lieu of the notice period, apart from reserving the right to decide on the notice period to be served based on the project commitments.

b) Notwithstanding anything stated above, if you are in the middle of a project at the date of your resignation, in spite of the notice as above, you shall not be relieved from the company unless you have trained a replacement for the project to the satisfaction of the client and / or the Project Head.

c) Upon your resignation or retirement from the company or termination of your service, you are required to return all assets and property of the company such as documents, formulae, specifications, literature, drawings, machines, data, files, and books including tangible or intangible in your possession of whatever description.

10) TERMINATION

During your employment with the company, after confirmation of your appointment, the Company may, at its sole discretion, terminate your employment immediately and reserves the right to hold the salary in lieu of such notice for any reason, with or without cause which is defined as follows:

a) Breach of any of the conditions of this agreement and any other rules made applicable to you in respect of your employment with us, embezzlement, intoxication or use of illegal drug, unauthorized absence in excess of the company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the company's confidential information, gross insubordination or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the company and its affiliates and their employees, contractors and clients, violation on your part of the Company's rules with regard to the authenticity and information declared at the time of joining the Company;

4) CONDITIONS OF EMPLOYMENT

MSys has the right to terminate the contract of employment by giving notice of up to 1 month by either parties, at its discretion to that effect in writing or basic salary in lieu thereof, during the probation period. On completion of probation and post confirmation of employment, the notice period to be provided by either parties is 2 months. The company reserves the right to pay or recover salary in lieu of the notice period, apart from reserving the right to decide on the notice period to be served based on the project commitments.

You are required to obtain a clear resignation acceptance and/or relieving letter from your most recent employer before joining the Company. Nevertheless, you must submit a clear resignation acceptance and/or relieving letter within forty-five (45) days of joining the Company. You also hereby agree that you will be the full-time employee of the organization and will not accept employment in any other firm or company while employed at MSys. Breaching of this clause may lead to severe action up to termination of employment and legal proceedings.

5) SALARY AND DESIGNATION

a) Your remuneration details are stated in the Annexure mentioned below.
b) Your remuneration has been arrived on your merits of education, experience, skills, specific background, professional achievements, and the company's prevailing compensation guidelines. In this context, you are requested to maintain this information and any changes hereafter, as strictly personal and confidential.
c) Changes in your compensation will be discretionary. It will be on the basis of your individual performance, and the financial results of the company and other relevant criteria.
d) The employee is liable to pay the income tax, on his own income derived from the remuneration received from the company.

6) PERFORMANCE REVIEW AND PAY REVISION

a) Your individual performance and contribution to the company will be an important consideration for salary increments and promotions.
b) The regular Annual Performance Review period is from January to December. The company reserves the right to conduct the performance review cycle, at its sole discretion.
c) Company, in addition to the annual appraisal cycle, shall conduct regular and periodic performance reviews to ascertain the expected and actual levels of skill and competency.
d) Pay revisions and promotions are based on the Company's policy notified from time to time. Company shall have the right on the same.

7) LEAVE, HOURS OF WORK AND PAID HOLIDAYS

a) You will observe the working hours and holidays as followed by the department and location to which you are assigned. Working days will be from Monday to Friday.
b) You will be required to work in shifts (including night shifts) as and when required in the project you are assigned.
c) You will be expected to work as per the requirements of the projects and to meet the expectations of the client and the company's business.
d) Employees under probation are entitled to 21 days of Casual / Sick Leave in a calendar year on pro-rata basis. You will not be eligible for any leave category in the month of joining. You can avail up to 5 days of advance leave accrued every quarter, beyond which will be liable to loss of pay. Leave availed will be adjusted with the available leave balance. You will be permitted to carry forward a

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

MSys Technologies

Apr 8, 2022

MSys / Offer Letter/ HR

Ms. Bujjammagari Gangalakshmi
16/670 Nandalapadu
Tadipatri
Anatapuram district

OFFER OF EMPLOYMENT

Dear Bujjammagari Gangalakshmi,

We are pleased to appoint you as **"Software Engineer Trainee"** at **MSys Tech India Pvt. Ltd.**, at Pune.

Please note the employment terms contained in the letter are subject to company policy.

1) APPOINTMENT

a) Your date of appointment is effective from **Jun 1, 2022** subject to your acceptance of this offer.

b) You will be on probation for a period of One (1) year from the date of joining. The company reserves the right to extend this period if necessary. If found suitable in the appointed post, you will be confirmed in your appointment in writing, on completion of probation, based on clearing the performance parameters.

2) TRANSFER

During your employment with the company, you are liable to be transferred, as determined by the company, from time to time, to any other location, department, function, division or branch of the company, associate company, affiliate, customer / client of the company, in India or aboard with mutual discussion. In such case, the terms and conditions governing your service shall be those applicable at the location of transfer, or those applicable to employees of the associate, as the case may be, in addition to the terms and conditions mentioned herein.

3) PROBATION

You will be on probation for one year from the date of joining. During the period you will be given an on-the-job training for various assignments and knowledge transfer process, the contents of which are Company's / Client's proprietary information and confidential information.

Mindtree
A Larsen & Toubro Group Company

Date:22-Apr-2022

To

Raja Sekhar
INDIA

Dear Raja Sekhar,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree.

2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an **ENGINEER** in the salary grade **C1** subject to the following terms and conditions.

2.1. a) You should have completed/ complete the Degree which you pursued/ are now pursuing, without any backlog (subjects where you have not obtained the passing marks) at the time of joining

b) Secure 60% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

Aggregate % = Aggregate * 100

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. Mindtree has training centers in Bangalore, Hyderabad, Chennai, Pune, Noida and Kolkata. Based on the preference expressed by you during the selection process, you shall initially undergo training at Mindtree training center in Bangalore (Orchard Learning Programme), which helps you to transition to the corporate world of technology solutions. The details of the programme and the specific address of the training location in Bangalore will be provided separately closer towards the joining date. Mindtree reserves the right to change the training campus location based on business needs prior to or during your training period.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

G Rajasekhar
© Rajasekhar (Apr 23, 2022 09:03 GMT+5.5)

Mindtree
A Larsen & Toubro Group Company

2.3. Your onboarding date would be shared with you based on your participation and achieving required milestones as per the pre- orchard learning program calendar which will be shared by you upon acceptance of this offer.

2.4. The period of Orchard Learning Programme is for 90 days and on successful completion of the programme, you shall be deployed at a location as per the business requirement of Mindtree. However, the exact duration and nature (either virtual or in-person) of the training program may vary based on the track and specific requirements. Exact duration and nature of the training shall be communicated upon joining and allocation into a technology track.

2.5. The other terms and conditions of your appointment at Mindtree is in Annexure - A. Besides, you will be governed by the rules, regulations and policies of Mindtree which will be in force from time to time.

2.6. You shall arrange to produce the following documents at the time of reporting for training or such other time prior to your date of joining, as may be required by Mindtree, for the purpose of completing the joining formalities:

a) 10th, 12th and graduation (all semesters) mark sheets originals;
b) Degree completion/provisional certificate original;
c) Pan card original;
d) Aadhaar card original; and
e) Voter ID / Driving license original.

Mindtree reserves the right to ask for and verify additional document/s over and above the aforementioned list for your onboarding purpose and you undertake to provide the same to Mindtree.

If the above terms and conditions are acceptable, you may confirm your acceptance by digitally signing this offer within 5 days from the date of receipt of this mail and offer document.

If you have any questions or need any clarification, please do not hesitate to contact us at campus.offers@mindtree.com.

We wish you a long and successful career with Mindtree.

We look forward to working with you soon.

Thank you,
For Mindtree Limited

Rosalee

Rosalee M Kombial
Vice President-People Function

G Rajasekhar

Mindtree
A Larsen & Toubro Group Company

Enclosed: Annexure to your offer of employment

Acceptance of the Offer

I, **Raja Sekhar,** agree to accept the employment on the terms and conditions mentioned in this Offer of Employment and the annexure.

Your Signature	G Rajasekhar
Your Name in Capital letters	RAJA SEKHAR

Annexure 1

Compensation stack during the Orchard Learning Program (from the date of joining till the date of confirmation)

Name : **Raja Sekhar**

Salary Grade : **C1**

Designation : **ENGINEER**

Stipend : **INR 26,000 per month.**

Payment will be after deduction of below amount from the monthly stipend:

- Premium for Insurance during your learning program will be **INR 550 per month.**
- Applicable taxes like Professional tax and Income tax, prevailing at the time of pay out.

You will be covered for Insurance benefits as prevailing at the time of joining and the coverage for **2022 - 2023** is as follows

- Group Medical Coverage (GMC) for you and your family. The standard coverage under GMC is INR 600,000 per annum per family. Family means your spouse and children (up to 2 children). Parents/Parents-in-law or siblings or any other relationships are not covered.
- Group Term Life (GTL) coverage for you and is up to INR 2,500,000.
- Group Personal Accident (GPA) coverage for you and is up to INR 1,500,000.

More details will be provided at the time of joining.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Mindtree
A Larsen & Toubro Group Company

Annexure 2

Compensation stack effective from date of confirmation

Name : **Raja Sekhar**

Salary Grade : **C1**

Designation : **ENGINEER**

Detailed break up of your CTC components is given below (all figures are in INR and per annum)

COMPONENTS	AMOUNT (in INR/annum)
Basic	180,000
HRA	89,916
Provident Fund	21,600
Gratuity	8,640
Insurance Benefits*	6,600
Allowance in Lieu of Reimbursement	45,252
Annual Gross	**352,008**
Bonus / Variable Compensation**	48,000
Annual Cost to Company	**400,008**

* The Insurance coverage provided to you at the time of joining will continue on your confirmation, as per the prevailing insurance policies at the time of your confirmation. The premium for standard coverage is part of your CTC.

G Rajasekhar

Mindtree
A Larsen & Toubro Group Company

Additionally, you will be provided with the following options for enhancing your coverage under GMC.

- You will be given an option to increase the coverage from INR 600,000. Top up options with additional / higher insurance coverage are available as per policy.

- If you opt for this, the additional premium for the increased coverage will be deducted from your salary on a pro-rated basis.

- You will be given an option to cover your Parents or Parents-in-law. If you opt for this, the additional premium for the parental coverage will be deducted from your salary.

More details on these options will be provided to you at the time of your confirmation.

**The bonus component per annum is 12% of CTC. The payout will be governed by the Bonus plan applicable for the respective year. More details of the plan will be available on joining. The actual amount payable is inclusive of bonus, if any, as per the Bonus Act, 1965 and amendments thereto.

The structure of CTC shown above is indicative and by the time of your confirmation, there could be changes in the structure arising out of changes in the Income tax rules or Insurance or organization wide compensation philosophy changes. However, the CTC amount will be protected i.e., will remain the same.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

G Rajasekhar
G Rajasekhar (Apr 28, 2022 09:22 GMT+5.5)

Mindtree
A Larsen & Toubro Group Company

Annexure - 3

Terms and conditions of the Offer of Training and Employment

1. All employees of Mindtree are referred to as Mindtree Minds. Mindtree Minds who join us from campuses are referred to as Campus Minds of the particular batch of joining for convenience and identification.

2. The term, "the Company" refers to Mindtree Limited.

3. This letter contains broad terms and conditions of service governing this appointment which are subject to change from time to time and shall have to be read along with the rules, regulations and policies of the Company.

4. You are also bound by the terms relating to Non - Disclosure, Intellectual Property Assignment, Non-Solicitation, Confidentiality, Non-Compete agreement annexed hereto at Annexure 3, and Mindtree Code of Conduct. **You are requested to go through the documents carefully and understand the terms thereof before sending your acceptance.**

5. You are requested to contact the People Function team (HR team at Mindtree) for any clarifications on policies/rules/regulations, which are applicable to you. **Salary details are personal to you and you are expected to keep them confidential.** We expect you to keep the salary details confidential at all times.

6. Orchard Learning Program

6.1 On joining, you will be part of our Orchard Learning Program. The Orchard Learning Program will consist of new age methods that enable you with real world problem solving capabilities.

6.2 Orchard Learning Program spans for about 90 calendar days. However, the duration could be shortened or extended based on the business requirements and an individual's readiness for working on projects as determined by Mindtree.

6.3 The Orchard Learning Program is intensive and fast paced, requiring your focus and hard work, to learn effectively and demonstrate capabilities expected by Mindtree. You are required to ensure your 100% availability and undivided attention during the tenure of the program.

6.4 You will be continuously assessed and given feedback by experts throughout the learning program. You will be provided opportunities to demonstrate the acquired capabilities on skills such as communication, design, programming, problem solving, presentation and professionalism on engineering, business and social projects. You must clear a set of mandatory capabilities, as the qualifying criteria, for successful completion of Orchard Learning Program. The details of qualifying criteria will be communicated to you upon your joining.

G Rajasekhar

Your continued employment with Mindtree is subject to your meeting the qualifying criteria during and at the end of the Orchard Learning Program. If you meet the qualifying criteria for successful completion of the Orchard Learning Program, your employment with Mindtree will be confirmed through a written intimation shall be sent to you. If you do not meet the qualifying criteria, you will be asked to leave the services with no further assurances, risk or liability of Mindtree. Unless otherwise confirmed in writing, you will be deemed to be under the Orchard Learning Program.

7. Confirmation of employment

7.1 Upon confirmation, your designation will be "ENGINEER" and in the salary grade of C1 will continue. The date of confirmation is reckoned as the start date of service for all practical purposes, including statutory requirements. Date of confirmation is the start date used for provident fund, gratuity, tenure calculation for performance management cycle, increments, progression, vacation or leaves as per general policy, loans and other benefits etc.

7.2 All confirmations will be aligned to the 16th of the same month or 1st day of the succeeding month post successful completion of the Orchard Learning Program. For e.g. if you successfully complete the Orchard Learning Program any day between 1st to 15th during the month of September 2021, the date of confirmation will be 16-Sept-2021 or if you successfully complete the Orchard Learning Program any day between 16th to 30th of September 2021, the date of confirmation will be 01-Oct-2021.

7.3 The duration between the successful completion of the Orchard Learning Program and the date of confirmation is considered as part of the Orchard Learning Program.

7.4 On confirmation, your work location will be decided based on the business requirements. You are expected to report at your work location as advised.

7.5 Your joining may be revoked or your confirmation will be withheld, if any of the required joining formalities, for e.g., submission of all marks cards, degree certificates, etc., are not complied with.

7.6 Determination of adequacy and authenticity of the proofs submitted will be at the sole discretion of the Company.

8. Background check & references

We would be conducting a background and reference check prior to or after your expected date of joining to validate your identity and the address provided by you and to conduct any criminal checks.

Your employment with us and your continuation in service is contingent upon (i) our obtaining a satisfactory report on the background check conducted by our approved agency relating to details provided in your application etc. and (ii) your eligibility to work for the Company such as no non-compete restrictions.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

G Rajasekhar

If any of the information provided by you is found to be inaccurate now or later, or if you suppress any material information, Mindtree at its sole discretion can take necessary action including but not limited to termination of employment with or without notice or compensation. In certain client projects, our clients may request additional checks, which you shall comply with.

In securing this offer, you have represented that you have certain educational qualifications. Hence, we understand that you shall provide proofs of such qualifications as applicable which we find satisfactory when asked by us or our background check agencies.

In the event of non-cooperation with the background check process, including but not limited to non-submission of requested documents and lack of response to calls and/or mails, Mindtree may, at its sole discretion, choose to terminate the employment contract between Mindtree and you with or without notice or compensation.

9. Compensation and benefits

9.1 During the Orchard learning program, you will be paid a stipend of **INR 26,000** per month. Please refer Annexure 1 for details. On successful completion of the Orchard learning program, your employment with Mindtree stands confirmed. On confirmation, your total compensation would be **INR 400,008.00** per annum Please refer to Annexure 2 for details. All payouts are aligned to salary payout, which is the last working day of the month, unless otherwise mentioned. Any payment will be after deduction of applicable taxes prevailing at the time of payout.

9.2 You will be covered under insurance from the date of joining, as detailed in Annexure 1.

9.3 If applicable, you will be eligible for relocation benefits for the relocation from a Mindtree campus/ facility to your work location, as per the existing relocation policies for Campus Minds.

9.4 The performance management and career progression will be as per the existing policies.

9.5 You will not be eligible for any loans or advances during the Orchard Learning Program. You will be required to be on the rolls of the Company and not serving the notice period, for you to be eligible for sanction of loans and salary advance, payment of year-end payout component of bonus (if applicable), compensation revisions, promotions etc. You will have to refund any amounts received by you when you are not entitled for the same.

9.6 Duration of unpaid vacations will not be considered while the Company is computing the tenure for benefits like gratuity, compensation revisions, promotions etc. which have a tenure eligibility component, amongst other criteria.

G Rajasekhar

10. Vacation and leave

10.1 No leaves are allowed during the Orchard Learning Program except the statutory holidays and other Mindtree official holidays applicable to the Orchard Learning Program candidates in general.

10.2 Any absence during the Orchard Learning Program due to any grave personal emergency will be dealt on a case to case basis and will be considered as loss of pay and deducted from your stipend on pro-rata basis. Recovery of the amount towards loss of pay during the Orchard Learning Program may happen either during the Orchard Learning Program itself or the first month of confirmation or final settlement on cessation of employment, as the case may be.

10.3 On confirmation, you will be eligible for leaves as per the general leave policy as in force in the Company from time to time.

11. Termination of employment

11.1 During Orchard Learning Program

a) Termination for cause

Your employment with Mindtree will be terminated without any notice or stipend or compensation in lieu of notice in the below circumstances which you agree are reasonable and acceptable:

- Failing to meet the qualification criteria during the Orchard Learning Program assessment
- Unauthorized absence during the Orchard Learning Program
- Non-compliance to Mindtree integrity policy and other disciplinary expectations.

Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the learning sessions without valid reasons, being absent for assessments without prior permission, becoming insolvent, absconding etc. This list is only indicative and not comprehensive.

If Mindtree terminates your employment, for reasons other than your performance (meeting the qualifying criteria during and at the end of the Orchard Learning Program) and disciplinary grounds, you will be terminated from employment with immediate effect and return Mindtree assets immediately.

b) Termination for convenience

If you wish to terminate your employment during the Orchard Learning Program, you will be required to notify your resignation in writing. On acceptance of your resignation, you will be intimated about your relieving date and you are expected to comply with all separation procedures and return of the Mindtree assets, within two working days.

G Rajasekhar
G Rajasekhar (Apr 23, 2022 09:23 GMT+5:5)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

11.2. After confirmation

a) Termination for cause

Mindtree may terminate your employment, with immediate effect, without any notice or salary or compensation in lieu of notice, on disciplinary grounds, which may include any act of integrity violations. Examples of acts which cause termination on disciplinary grounds are employing unfair means during assessments, submitting fake bills for any reimbursements, submitting fake medical certificates, submitting fake documents, misuse of access cards, not being available in office without prior intimations and for unreasonable durations, not clearing background verification checks, misuse of Company assets, violation of Company policies & Code of Conduct, indulging in acts of sexual harassment, persistent irregularity in attending the office without valid reasons, becoming insolvent, absconding etc. This list is only indicative and not comprehensive. In event of termination due to such reasons, you agree that notice requirements shall not apply. In case of your unauthorized absence, without intimation or permission or prior sanction of leave, or being absent beyond the period of leave originally granted or subsequently extended, for a period of 10 working days or more, it shall be considered that you are no longer interested in continuing employment with the Company, in such a case, it shall be deemed that you have abandoned your services. In such an event, the management shall terminate your services without any notice or salary or compensation in lieu of notice.

b) Termination for convenience

1. If you wish to terminate your employment, you will be required to give an advance notice of **three (3)months**, in writing to the company. If at your request, Mindtree agrees to relieve you before serving the full notice period, you will be liable to pay to Mindtree, the salary for the balance notice period along with other amount payable by you to Mindtree. Both Mindtree and you agree that this amount is fair and legally enforceable in the event of any default from your side. Mindtree, at its sole discretion, may provide waiver on the notice period. If there is any failure to comply with the separation procedures within a reasonable time frame, then it will be handled as Termination on disciplinary grounds. If Mindtree terminates your employment, for reasons other than disciplinary grounds, you will be given an advance notice of three months, in writing.

2. If Mindtree decides to relieve you before the completion of the notice period, the salary for the balance notice period would be paid to you after adjusting the amounts payable by you to Mindtree.

3. Salary for the purpose of notice period means the two components of Basic & Flexible Expenditure Plan (FEP), in your compensation at the time of termination of your employment.

G Rajasekhar

11.3 Common guidelines to be complied with, on termination for any reason, and at any time of your employment

a) On termination of your employment for any reason, you shall comply Mindtree's separation procedures, sign all required documents and return all Mindtree assets with you. Mindtree will not be bound to pay the final dues, if any, till you have completed all the separation procedures and returned all the payments that Mindtree may have due from you under any loans, liens, or borrowings you may have made.

b) If there is any failure to comply with the separation procedures within a reasonable time frame, then it may be handled as termination on disciplinary grounds based on assessment of the circumstances.

c) Mindtree, at its sole discretion, may extend the time frame of notice period for compliance.

12. Nature of employment

12.1 The offer of appointment has been made on the basis that the declaration made by you during the selection process and subsequently at the time of joining are complete and correct. If it is found that you have concealed any information which have material bearing on your employment or you have made any wrong declaration, your employment may be termination without any notice, salary or payment in lieu of notice. **The Company reserves right to have your background check either directly or through an outside agency and by accepting the terms of appointment, your consent for the same is deemed to have been given.**

12.2 **The employment at Mindtree is exclusive and you shall devote your full time for discharging the roles and responsibilities entrusted to you. You shall not take up any employment part-time or full time for consideration or on honorary basis without the prior written consent of Mindtree either during Orchard Learning Program or after your confirmation.**

13. Other Agreements

You may be required to sign necessary agreements with Mindtree and its clients as required and complete various formalities as per those agreements at the time of joining and during the tenure with the Company. You may also be required to sign other agreements with the Company, as the Company may decide from time to time, in order to secure the interests of the Company and also to ensure your performance and adherence to all terms, conditions, rules and regulations of the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

G Rajasekhar
G Rajasekhar (Apr 28, 2022 20:23 GMT+5.5)

14. Transfer

14.1 You could be transferred to any of other offices/branches/subsidiaries/affiliates, either domestic or abroad, should the need arise. You will abide by the Company's rules, regulations and policies, as may be in effect from time to time with respect to your function, grade or location where you work in.

14.2 On confirmation of your employment through the successful completion of the Orchard Learning Program, relocation from a Mindtree training center in Bangalore to the work location as determined by Mindtree, will be as per the existing relocation policy for Campus Minds.

15. Retirement and retirement benefits

15.1 Subject to your confirmation after the completion of training at Mindtree training center in Bangalore, your service in the Company is valid till the date of retirement (last day of the month of your sixtieth birthday). For this purpose the date of birth as declared in the application form for selection, will be treated as final.

15.2 Retirement benefits, i.e. Provident Fund and Gratuity, are effective from the date of confirmation.

15.3 Compliance will be as per the prevailing statutory requirements at any point of your employment with Mindtree.

16. Intellectual property

If you conceive any new or advanced methods of improving process/formulae/systems in relation to the operation of the Company or an intellectual property in course of your training or work, such developments will be fully communicated to the Company and the Company will have the full ownership sole right/property of the same. You hereby assign all intellectual property rights and moral rights to Mindtree.

G Rajasekhar

Mindtree
A Larsen & Toubro Group Company

17. Mindtree's Code of Conduct and Policies

17.1 Mindtree has a 'Code of Conduct' that is applicable for all Mindtree Minds undergoing training. The Code of Conduct also applies to your tenure with Mindtree after the completion of the training at Mindtree and your employment at Mindtree while at Mindtree location or at a Mindtree customer location.

17.2 You will be requested to sign your acceptance and adhere to these terms upon joining.

17.3 Any subsequent updates of the Policies and Code of Conduct shall automatically apply to your employment with Mindtree. You are required to keep yourself updated at all times of these Policies and Code of Conduct.

18. Tax implication

You are solely responsible for declarations and implications arising thereof for all personal income tax purposes.

19. Reimbursement of travel expense for joining Mindtree

Expenses incurred by you for joining Mindtree will be borne by you and will not be reimbursed by Mindtree.

20. Personal Safety and conduct

You understand that during your training and employment with Mindtree, you shall be responsible for your conduct and personal safety. You shall indemnify Mindtree, its directors and employees from any claims, legal or financial arising out of your own actions or omissions or indulging in activities that endanger your personal safety and release Mindtree of all liabilities to you or your family arising from your acts or omissions.

End of Annexure 3

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

G Rajasekhar

Mindtree
A Larsen & Toubro Group Company

Code of Conduct

Summary:

Mindtree Minds are expected to follow a professional code of conduct and work ethics. The intent of this document is to lay the ground rules for professional and disciplined behavior in the office premises and/or at client locations. Mindtree cannot anticipate all situations that may arise during your employment. When in doubt about an appropriate course of conduct, please contact your supervisor or a People Function representative.

Your employment with Mindtree is subject to your acceptance of this Code of Conduct Procedure. All Mindtree Minds are required to read, understand and sign the Code of Conduct procedures when they are hired.

Objective:

To define guidelines on the professional code of conduct and work ethics in the office premises and/or at client locations.

Eligibility/Applicability:

All Mindtree Minds, Mindtree's clients, vendors, partners etc.

Code of Conduct :

The policy details various scenarios under which Code of Conduct is monitored.

1) Personal Interest v/s Mindtree's interest

In day-to-day work scenarios, you could face situations where a possible course of action would advance your personal interests at the expense of the company. In such situations, you are expected to put the best interests of the company first. When in doubt, please check with People Function and/or your Manager.

2) Use of proprietary or confidential information of third party

You should not disclose to Mindtree, bring onto Mindtree's premises or induce Mindtree to use any confidential information that belongs to anyone other than Mindtree or yourself. You are instructed neither to make use of any confidential or proprietary information of a third party in the course of performing your job duties or services, nor include or incorporate any such information with or into any product or work that you create, design, or develop for or on behalf of Mindtree in the course of performing your duties or services unless you have the prior written consent of Mindtree. Reference to 'Mindtree' above includes Mindtree's clients, vendors and partners as well.

3) Office for Profit

Without the consent of Mindtree, you are prohibited from initiating or accepting any work as an Employee, consultant, adviser or as a member of board of directors of any other company. If you wish to seek approval for such outside work, please contact your People Function representative.

4) Vendor relationship

In your capacity as a Mindtree Mind or Consultant, neither you in the capacity of employee nor any of your immediate family members can be a vendor of Mindtree. You shall not accept advice, service, or gifts or presents in kind or cash from a vendor of Mindtree with a value greater than $25. If you receive any gifts from a vendor with a value greater than $25, or if a vendor engages in a pattern of offering you small gifts, please inform your reporting manager or ask People Function for guidance.

5) Using Mindtree's time and assets

You should not use Mindtree's or its customers' time or any of its assets for performing outside or personal work. In addition, you should not abet, entice, motivate, help, or coerce fellow employees to use such time and assets for outside or personal work that could reasonably be construed to have a detrimental effect on Mindtree.

6) Personal Relationship

Your spouse or any other member in your immediate family may be working with a competitor or vendor of Mindtree. This calls for extra-sensitivity to confidentiality of Mindtree's information as there is a possibility that the closeness in relationship could lead to inadvertently compromising Mindtree's interest. You are requested to be aware of the potential conflicts that might arise and inform the People Function accordingly.

If you are a member of an Enabling function such as People Function, Finance, IS etc you cannot have an immediate family member employed in another function/role in Mindtree, unless it has been explicitly approved by the head of People Function.

7) Equal Opportunity

Mindtree is an equal opportunity employer and makes employment decisions on the basis of merit. The Company seeks to have the best available individual(s) in every position. Mindtree prohibits unlawful discrimination based on race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by federal, state or local laws.

Mindtree is committed to complying with all applicable laws providing equal opportunities to individuals regardless of race, color, citizenship, religion, sex, national origin, age, disability, or family, marital or veteran status, or any other characteristic protected by law. This responsibility applies to all persons involved in the operations of Mindtree and prohibits unlawful discrimination by any Mindtree Mind, including supervisors and coworkers.

Mindtree prohibits taking negative action against any Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation. Any Mindtree Mind who retaliates against another Mindtree Mind for reporting a possible deviation from this policy or for cooperating in an investigation will be subject to disciplinary action, up to and including termination of employment.

8) Dating/Romantic/Sexual Relationships

Mindtree recognizes that sometimes employees enter into personal relationships in the workplace, and this provision is not intended to prohibit such relationships. However, certain romantic or sexual relationships can interfere with the smooth operation of its business. Some of these relationships can also result in actual or potential disclosure of confidential or sensitive information and can have other detrimental effects. Mindtree reserves the right to determine when a relationship presents a problem in the workplace.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Without limiting its discretion to address problematic relationships or situations, Mindtree offers the following guidelines:

During working time and in working areas, employees must keep personal exchanges limited so that others are not distracted or offended, and so that productivity is maintained. During nonworking time, such as lunches, breaks and before and after work periods, employees may have appropriate personal conversations in non-work areas as long as their conversations and behaviors could not be perceived as offensive or uncomfortable to a reasonable person. Employees are strictly prohibited from engaging in conduct that would be deemed inappropriate by a reasonable person while on company premises, regardless of whether they are working at the time.

Mindtree generally considers employee off-duty conduct as private, as long as the conduct does not create problems within the workplace. Exceptions to this principle, however, involve 1) romantic or sexual relationships between supervisors and subordinates (regardless of the reporting structure) or 2) romantic or sexual relationships between any employee in the People Function or Finance departments and any other employee. Both employees involved in a relationship in either of these categories must immediately disclose to Mindtree the existence of a romantic or sexual relationship. Such required disclosure must be made in writing to People Function. People Function will provide an appropriate form upon request. Failure to make this disclosure may result in disciplinary action up to and including termination of employment. This disclosure will enable Mindtree to determine whether, given the relative positions of the individuals involved, action should be taken.

If Mindtree determines that action must be taken, it may ask one or both of the employees to transfer to another position, location, or project. If a transfer proposed by Mindtree is refused, or if Mindtree determines that the situation cannot be adequately addressed by transfer (or if Mindtree determines that transfer otherwise would not be in the best interests of Mindtree), Mindtree may terminate the employment of one or both employees. Mindtree has the sole discretion to determine whether a problem exists and how to address it. Accordingly, Mindtree is not limited to transfer and discipline/termination as its only options.

9) Personal Behavior

Mindtree expects all Mindtree Minds to be honest and fair in dealing with people, customers, vendors, competitors or others because you are the brand ambassador of Mindtree and your actions help to form others' impressions about Mindtree.

10) Breach of Discipline

As discussed above, Mindtree expects all Mindtree Minds to behave in a professional manner. Listed below are categories of inappropriate conduct that may lead to disciplinary action, up to and including termination of employment from Mindtree (This list is just illustrative and not exhaustive).

"Theft, fraud, forgery, embezzlement, misappropriation; dishonesty, harassment, indecent behavior, sexual advances, suggestive remarks, racial slurs, derogatory remarks/discrimination on - disability, veteran status, national origin, sexual orientation, race, color, religion, political affiliation, sex, or age. The list also includes forwarding/ viewing pornographic material at work or on work computers or other devices, willful insubordination, disobedience, absence without leave, habitually irregular attendance, neglect of work, willful damage of company property, disclosing/divulging trade secrets/confidential information/special processes/methodologies, unfair dealing with parties, false representation/misrepresentation, false recording/reporting of information, drunkenness, riotous behavior, commission of certain criminal offense(s), aiding or abetting any act listed herein, willful breach of law/rule / policy / guideline/procedure, working under the influence of alcohol or illegal drugs, creating/encouraging an offensive work environment, etc."

Mindtree
A Larsen & Toubro Group Company

In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including fellow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work

In the event Mindtree receives information suggesting that you may have engaged in any of the conduct described above, People Function personnel may require you to undergo necessary tests/assessments/inquiry as appropriate. You will be expected to cooperate in any investigation People Function or Mindtree management conducts or directs. Mindtree reserves the right to test Mindtree Minds for drug and alcohol use for cause or when a client requires testing.

11) Usage of Assets

As a Mindtree Mind, you will come in contact with the below mentioned assets as part of your job. You shall not disclose or divulge any of these assets without permission. You also shall not give false information, misinterpret or misquote any of these assets.

Information which can safely be construed as intellectual property or as copyrightable material includes the following -

- Product of ideas and hard work
- Confidential data
- Any business/functional plan
- Personal information
- Design
- Processes and know-how
- Any internal databases
- Patents /application
- Copyrighted material
- Methodologies, Services etc.

You will also ensure that company confidential information is not used for -

- Benefiting a third party,
- Having reciprocal dealings for personal benefits,
- Acquiring pirated, illegal unlicensed software,
- Receiving or giving extensive gifts/presents,
- Following any practices that lead to monopolies or restrict trade,
- Causing any violation of legal or statutory requirements, etc.

Please understand that unintentional disclosure of proprietary information can be just as harmful as intentional disclosure. Hence you are directed not to disclose Mindtree's confidential information to anyone (including follow employees, if you are unsure of whether to divulge or not) unless otherwise required or permitted by law or directed by Mindtree management.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Mindtree
A Larsen & Toubro Group Company

12) Workplace Etiquettes

Workplace etiquette and housekeeping of personal space is a discipline. You must keep your desk space area clean at all times and should put away any papers, books, files, stationery, etc. when you close work for the day. You must ensure that you maintain minimum noise levels at all times so as not to disturb others. Please be conscious of Mindtree's Green council policy while using company / customer provided resources like printers, stationery, etc.

All Mindtree facilities/ campuses are designated as non-smoking zones. If you wish to smoke at work, please make use of designated smoking areas only.

It is imperative to safeguard the assets (computers, telephones, LCD, etc.) of the company from dishonest, illegal or willfully negligent acts. It is a serious violation to remove any assets from the company or use for personal benefit.

13) Information Disclosure

As a Mindtree Mind, you are expected to maintain the confidentiality of Mindtree's trade secrets and private or confidential information. Trade secrets may include information regarding the development of systems, processes, products, know-how and technology. If in doubt about whether a document or other information should be considered confidential, please contact your supervisor or People Function representative.

Mindtree Minds should not speak to the media on Mindtree's behalf without contacting company spokesperson/public relations personnel. All media inquiries should be directed to them.

You must be aware that Mindtree subscribes to the provisions and guidelines of security controls as defined under ISO 27001 in the current form and with any subsequent changes. In Mindtree, you are expected to adhere to the defined compliance under the security policy. Any breach of information security controls may result in disciplinary action up to and including termination of employment.

14) Information privacy

For privacy related rights please refer to the Data Privacy Policy available in People hub and http://www.mindtree.com.

Agreed and Accepted

Signature : G Rajasekhar

Name : Rajasekhar Ganacha

Date : Apr 23, 2022

Mindtree Offer Letter

Final Audit Report 2022-04-23

Created:	2022-04-22
By:	Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIFm7Ise15O0Vi6v-HDp5d9_buSlcSGRf

"Mindtree Offer Letter" History

Document created by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
2022-04-22 - 10:06:11 PM GMT- IP address: 20.44.36.221

Waiting for Signature by G Rajasekhar (rajasekhar512115@gmail.com)
2022-04-22 - 10:06:15 PM GMT

Document e-signed by G Rajasekhar (rajasekhar512115@gmail.com)
E-signature hosted by Mindtree Talent Acquisition Team (Do-Not-Reply@mindtree.com)
Signature Date: 2022-04-23 - 0:53:20 AM GMT - Time Source: server- IP address: 157.48.235.248

Agreement completed.
2022-04-23 - 0:53:20 AM GMT

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505



Strictly Private and Confidential

Date: 09/22/2023

Meena Baitapalli

C12277750

2-6, Ramappanaidu peta, Petamitta(V), Thalapulapalli(P), Puthalapattu(M), Chittoor(D), Andhra Pradesh.

6305839263

Dear Meena Baitapalli,

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

Job Profile - Packaged App Development Associate

Management Level - 12

Job Family Group - Software Engineering

Please refer to:

- Annexure I for the compensation and benefits details.
- Annexure II for documentation to be submitted by you.
- Annexure III Terms of Employment
- Annexure IV-Remote working conditions -Declaration
- Annexure V-Declaration

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college , which shall be completed, without any delay or extension, within the course timeline as prescribed by the college/institution/university, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati (R)-517 505

Candidate's Signature B Meena

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

You will be expected to work from the office location tagged to your project/role/client (referred as your Accenture Base Location). Accenture Base Location will be considered for all administrative & operational/official purposes. Exceptions if any/granted, will be interim / temporary, and will be subject to review with HR/business/client. The Company reserves the right to ask you to come to office locations pursuant to our business needs and client requirements. Working remotely is subject to business requirement and your agreeing to terms of the Remote working conditions listed in the attached Declaration. This offer is contingent to the above-mentioned agreement.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. Before onboarding, we encourage you to take both doses of the COVID-19 vaccine.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning incentive of INR 10,000.

Candidate's Signature: B-Meena

ANNEXURE I

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,83,000/-
(B) Individual Performance Bonus (IPB) earning potential (at maximum 8.5%)	32,500/-
Maximum Annual Total earning potential(A+B)	4,15,500/-
(C) Joining Bonus	
Joining Bonus (Refer to the section C)	INR 25,000/-
(D)# Additional Notional Benefits	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 6,400/-
Notional Insurance Premium paid by Company	INR 13,800/-
Annual Total Earning Potential + Additional Notional Benefits (A+B+C+D)	INR 4,61,700/-

(E)##Additional Discretionary Reimbursements	
Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)

(F)Optional opportunity to participate in the Employee Share Purchase Plan	
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares at 15% discount on the fair market value	INR 5,700/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Dr. Meena

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

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

To indicate your acceptance of this Offer and Terms of Employment with Accenture, please confirm your acceptance/rejection by logging on to Accenture Recruitment Portal (https://india.jobs.accenture.com/default.aspx) using your unique reference number, candidate identification (CID) and mobile number within 7 days (Seven Days) from the date of this letter, post which the link will be disabled for you. If we do not receive your response before the expiration of 7 days (Seven Days) from the date of this letter, the terms of this Offer of employment will be deemed to have been rejected by you, unless otherwise communicated to you by the Company in writing. Further, at the time of joining you are required to provide all documentation identified in Annexure II along with the signed copy of this Offer letter and Terms of Employment.

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

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

In case you have a query, please raise them on *https://indiacampus.accenture.com/myzone/accenture/auth/login*

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

Yours sincerely,

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

ACKNOWLEDGED AND AGREED

B.Meena

Meena Baitapalli

Date: 28-11-2023

by the government of India and is subject to government approvals and prevailing laws (amended from time to time). Any person desirous of such withdrawal need to comply with applicable law and procedures laid down by the authorities.

Benefits applicable for current Company financial year:

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

Insurance policy	Coverage for	Coverage amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 4 Dependent children	INR 5,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to 2 times of your annual fixed compensation with minimum cover of INR 7,50,000/-	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 7,05,000/- (If you contribute towards Employee Provident Fund)	Company

1.Medical:

a) Medical Insurance for self, spouse/partner and 4 dependent children up to INR 5,00,000 per annum. This plan allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law up to INR 20,00,000 and siblings up to INR 10,00,000 under a separate Insurance plan. You also can avail optional Top-Up Policy for yourself and your dependents (spouse/partner and 4 children) up to INR 30,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

c) For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse/partner and 4 dependent children
- 20% of such claims for parents, parent's in-law and siblings under the separate Insurance plan.

2.Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3.Life Insurance coverage equivalent to two times of your annual fixed compensation with minimum cover of INR 7,50,000.

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(D) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972 (as may be amended from time to time), payable as per the Company policy on your exit.

#(D) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Candidate's Signature B.Meena

(A) Annual Fixed Compensation

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

TDS is deducted as applicable from your income.

(B) Individual Performance Bonus (IPB)

You will be eligible to participate in the FY24 (September 2023 to August 2024) Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

(C)Joining Bonus:

You would receive a discretionary joining bonus of INR 25,000/- in addition to the Annual Fixed Pay, subject to your joining the Company on or before the date of joining confirmed to you by the recruiter. The joining bonus is a one-time payment that will be paid with the first month's salary. In the unlikely event of you choosing to leave the Company, or your services being terminated, before the completion of one year of employment with the Company, the full amount of joining bonus amount shall become payable by you and shall be repaid on termination of your employment/separation from the Company. You agree that any dues payable by you on termination/separation from the Company as aforesaid shall be recovered/adjusted from your final settlement to the extent possible and if adjustments/set off are not possible, you agree to pay back to the Company the required amounts (part or full as the case may be) on or before your last working day or within a timeline as demanded by the Company. The same applies to any partial or shortfalls that needs to be recovered from you.

To be able to receive any joining bonus amount, you shall need to be on the payroll of the Company and in good standing (i.e., not serving a notice, not under a disciplinary proceeding or being reviewed for performance improvement)

You authorize the Company to set off the recoverable joining bonus amount either in full or part and as mentioned in clause above due from you, against any amounts, salaries, allowance, or any other pecuniary benefit which is due and payable to you by the Company. However, if the Joining Bonus amount to be recovered exceeds the amount due and payable by the Company to you at the time of your exit, you agree to pay the remaining balance of the Joining Bonus amount (or the full joining bonus amount, as the case may be) within the notified timelines provided by the Company. In the event, you fail to repay the balance or full amount of the Joining Bonus, as the case may be, pursuant to the time frames set forth above and it is necessary to take legal action against you to collect such amount, you agree to reimburse the Company for all costs incurred by the Company to collect such amounts, including attorney's fees and court costs.

Note: For International Worker Only*

As per Indian Provident Fund (PF) regulations, membership to the Provident Fund is mandatory for all International Workers. Exemptions if any, shall be as per the existing law. Please note that since your cost to the Company (CTC) includes employee's as well as employer's contribution to Provident Fund, appropriate adjustment in your monthly salary will be made for Provident Fund contributions as per applicable laws/regulations in existence (or amendments from time to time). Withdrawal (if any) from Provident Fund is regulated

depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at anytime at company's discretion.

##(E) Reimbursements would be approved as per the policies' terms & conditions. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5.You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

a) Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6.Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service

In case you are relocating from your current location to join Accenture, you would be eligible for relocation assistance. You are entitled to relocation assistance up to the maximum limit of INR 2500.00/-, to be reimbursed on actuals along with appropriate supporting bills towards the following:

- Travel expenses by air / train for employee, spouse, dependent parents and children from previous work location / place of residence to the joining location, including any conveyance expenses.
- Expenses towards movement of goods and household articles (including insurance) from previous work location / place of residence to the joining location.
- Expenses towards movement of one vehicle including Road Tax / Octroi.
- Brokerage charges for new residence at the joining location. Refundable deposits shall not be reimbursed.

You will be provided with transit accommodation for the first 14 days of your stay at your joining location. You will receive further updates regarding your relocation assistance, 30 days before Date of joining from the onboarding team.

All the expenses would have to be claimed as a one- time reimbursement. You would require approval from your People Advisor for the reimbursement. All permissible expenses should be claimed through the Time and Expense Reporting application <Expense type - Other Expense - Sub Type- Relocation Expenses (Domestic) - Relocation Type- New Joiner Relocation (NJR) > within 90 days of joining.

In the unlikely event of you choosing to leave the Company, or your services being terminated, before the completion of one year of employment with the Company, the relocation amount will become payable by you and should be repaid on termination of your employment/separation from the Company. In the event, you fail to repay the relocation amount, and it is necessary to take legal action against you to collect such amount, you agree to reimburse the Company for all costs incurred by the Company to collect such amounts, including attorney's fees and court costs.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Gollapalli, Tirupati-517 505

Any dues payable by you on termination/separation from the Company as aforesaid will be recovered/adjusted from your final settlement to the extent possible and if adjustments/set off are not possible, you will need to pay back to the Company the required amounts (part or full as the case may be) on or before your last working day or within a timeline as demanded by the Company. The same applies to any

Candidate's Signature B. Meena

partial or shortfalls that needs to be recovered from you.

GST Clause:

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

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

General Tax:

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati (R)-517 505

Candidate's Signature: B.Meena

KPIT

Date: 02.01.2023

Appointment Letter

Mr. Yerrapareddygari Yaswanth Reddy
Employee ID: **151359**
Unit: **SBU1**

Dear **Yerrapareddygari,**

This is with reference to your application and subsequent interviews you had with us. We are pleased to appoint you in our company with effect from 02.01.2023 as:

Designation: **Trainee**
Grade: **A Grade**

The broad terms of this appointment are as follows:

1. You are being hired for our **Bng-SEZ 20-21.** Please note that you may be required to work at any other location for specific assignments, depending on exigencies of work.
2. Your Total Target Compensation will be **INR 400,000.00/-** and the compensation package will comprise of the components specified in ANNEXURE A & B.
3. Compensation structure as well as the structure governing grade/designation is liable for modification from time to time at company's sole discretion.
4. For fulfilling the company's business needs from time to time, you may be transferred; assigned or deputed to the locations of the clients of the company, or locations of the group companies or subsidiaries of the company as a representative of KPIT Technologies Limited or of its group companies.
5. The company can initiate movement of your employment to any other organization for any reason including but not only limited to mergers, movement to joint ventures/ group companies/ sister concerns, divestment, in case of mutual agreement between KPIT Technologies Limited & customer for you moving to customer's roll etc.
6. You will be entitled to paid leave as per company policy.
7. You will be bound by the company policies which will be communicated to you, from time to time. It will be your responsibility to keep yourself abreast of the same and comply with code of conduct & all the company policies.
8. You will not undertake any representation or employment, retainership, assignment, apprenticeship / traineeship, consultancy engagement or in any other manner whatsoever, or carry out any other profession / business / activity / vocation, nor engage in any such activities (even if such association, activity, etc. is on part-time basis) for any other company while in the employment of KPIT Technologies Limited.
9. Considering the urgency of meeting the deadlines of specific assignments and other conditions prevailing at the time, you may be required to put in extra hours/ days at work/ work in any shift as required.
10. During the course of your assignment, you will deal with some important or confidential information and/or material either of the company or of the client. It is understood that you will not part with this information to anyone at any point of time without the written consent of the company.
11. You will be responsible for the proper care of all hardware, software and other related valuables entrusted to you.

Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Y. Yaswanth Reddy

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

KPIT

12. You will be required to read and comply with the confidentiality undertaking of the company.
13. Your continued appointment will be based on several factors which will be reviewed from time to time, including, the accuracy and completeness of all the information mentioned in your application and the interviews you had with us, your flexibility in taking on assignments which are allotted to you after due discussions and your overall performance in the company. If the company finds the information provided by you at the time of employment to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment and the company will not be liable to make any payment lieu of the notice period.
14. In case your performance is not satisfactory, the Company has the right to initiate strict actions deemed fit.
15. This appointment may be ended by either side with a notice period of 90 days or pay in lieu of notice. The discretion to accept pay in lieu of notice rests with the company and you will be bound by any such decision, which will be taken based on work exigencies and you therefore may be required to work through the notice period. In case you resign at your own will, the company reserves the right to release you prior to the notice period of 90 days, taking into consideration business needs and work exigencies and the company will not be liable to make any payment lieu of the notice period.
16. The company also reserves the right to recover the costs of any specific expenditure incurred at the time of joining (relocation expenses, joining bonus etc. if any), either on processing a visa/ work permit or for any specific training given for an assignment and where you are unable, for any reason, to fulfill your part of the obligation, either to travel or to complete the assignment.
17. In case your services are terminated by the company for any reason whatsoever including termination due to breach of the existing policies or for any kind of misconduct, then the company may take the decision of releasing you with immediate effect and will not be liable to pay the notice payment for the full or balance notice period.
18. The company has taken you on rolls on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment.
19. You are required to submit all documents that have been detailed in the offer letter, to the company within 30 calendar days of your date of joining. In the event that you do not submit all the required documents as detailed in the offer letter within this time period, the discretion to terminate your services (the employment relationship may be treated as 'void ab initio') rests with the company and you will be bound by any such decision.
20. During the term of this agreement, you shall devote as much of your productive time, energy, and abilities to the performance of your duties hereunder as is necessary to perform the required duties in a timely and productive manner.
21. Limitations on Authority: Under the general terms and conditions of employment relationship between you and the company, you are not authorized to and must not, at any time:
    i. Trade on your own account by pledging the credit of the company.
    ii. Enter into any transaction of a speculative or gambling nature or otherwise subject the company to any risk.
    iii. Enter into any commitment, dealing or obligation on behalf of the company, except to the extent you are for the time being empowered by a resolution of the Board of Directors of the company, or otherwise specifically authorized by a competent senior functionary of the company.
22. For a period of one (1) year following your separation from KPIT Technologies Limited, you shall not, directly

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505
Y. Yashank Reddy

KPIT

or indirectly, hire, solicit, or encourage to leave the company's employment, any employee, consultant, or consultant of the company or hire any such employee, consultant or consultants of company who has left the company's employment or contractual engagement within one year of such employment or engagement. You shall not solicit/entice the customers of KPIT Technologies Limited, for a period of two (2) years from the date of separation from KPIT Technologies Limited.

23. Any dispute concerning the subject matter of the present appointment letter or Confidentiality & IPR Assignment Undertaking or the breach, termination or validity or thereof which shall include but not limited to issue as the interpretation, operation, or effect of any clause contained in it or any other difference arising (a "Dispute") shall be first attempted to be settled mutually, failing in which, the dispute shall be referred to the sole arbitrator to be appointed mutually.

24. In case, the Arbitrator is not appointed mutually, the dispute shall be referred to the sole arbitrator that shall be appointed by the High Court of Judicature of Bombay on an application in that behalf by either of the party as per the provisions of the Arbitrations and Conciliations Act 1996. The place of arbitration shall be the city of Pune, Maharashtra. The language of proceedings shall be English. The dispute shall be subject to and governed by the laws prevalent in India. However, in case of any difference on provisions of law in State Law and Central Law on a particular subject, state laws applicable in state of Maharashtra shall prevail.

All decisions and awards rendered by the Arbitrator will be final and binding upon the parties and can be enforced as per the provisions of law.

We welcome you to the organization and look forward to a long and fruitful association.

Kindly sign the attached copy of this appointment letter by way of confirmation.

Sincerely yours,
For: **KPIT Technologies Limited**

R K Singh

Rajesh Kumar Singh
Global Head - HR

Y. Yaswanth Reddy

Agreed & Accepted
(Yerrapareddygari Yaswanth Reddy)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Y. Yaswanth Reddy

KPIT

Annexure A

Name	Yerrapareddygari Yaswanth Reddy
Employee ID	151359
Date of Joining	02.01.2023
Grade	A Grade
Designation	Trainee

Components	**Amount (in INR)**
Basic Salary	211,879.00
House Rent Allowance	105,940.00
Monthly Bonus	42,376.00
Employer's contribution to Provident Fund	25,425.00
Other Allowance (Flexi Basket)	14,380.00
Fixed Compensation**	**400,000.00**
Total Target Compensation	**400,000.00**
Notional Provision for Statutory Gratuity****	10,191.00
Employer's contribution to Insurance Premium*****	5,200.00
Other Benefits	**15,391.00**
Cost to Company	**415,391.00**

Note: All the amount mentioned above are per annum.

* The details for Flexi Basket and Other Benefits Component have been mentioned in Annexure B.
** Fixed compensation is payable subject to adherence of all applicable policies of the organization.
*** The amount mentioned under Variable Performance Incentive is fully variable and payable on the performance as per Company Policy.

PRINCIPAL
Vidyarthna Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Y. Yaswanth Reddy

KPIT

Annexure B

Components	Amount (in INR)
Hostel Allowance	0.0
Meal Allowance	0.0
Professional Development Reimbursement	0.0
Children's Education Allowance	0.0
Employer's contribution to NPS	0.0
Leave Travel Assistance	0.0
Flexi Basket*	**0.00**
Notional Provision for Statutory Gratuity**	10,191.00
Employer's contribution to Insurance Premium***	5,200.00
Employer's contribution to ESIC	0.00
Special Benefits	0.00
Other Benefits	**15,391.00**

*You have an option of restructuring your Flexi Basket components from 1st to 15th of the succeeding month of your joining, based on your tax planning (the amounts changed will be adjusted in the Additional Allowance). The amounts under flexi allowance are taxable in case of no supporting receipts or expense bills, except for Meal Allowance.

1. Submission of actual bills against your flexi declaration for tax exemption purpose would be done at the end of financial year for which you will receive a communication from HR.
2. All allowances except for Leave Travel Assistance will be paid on monthly basis while Leave Travel Assistance will be paid on claim basis. Leave Travel Allowance (LTA) can be claimed only after three months of joining the company.
3. Employer's contribution to NPS will be deducted from your salary on monthly basis and will be paid directly into your PRAN account.

** As per Payment of Gratuity Act.
*** The amount mentioned is an indicative average cost incurred by Company towards Group Mediclaim, Group Personal Accident and Group Term Life Insurance premium.

Note: The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

Sincerely yours,
For: **KPIT Technologies Limited**

R K Singh

Rajesh Kumar Singh
Global Head - HR

Y. Yaswanth Reddy

Agreed & Accepted
(Yerrapareddygari Yaswanth Reddy)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Y. Yaswanth Reddy

APPOINTMENT LETTER

April 22, 2022

Dear Somasekhar Kamasani,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Chellapalli, Tirupati-517 505

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or

clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be* liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the

transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Somasekhar Kamasani, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Somasekhar Kamasani

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000

End of Year 3	2,00,000-2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

b. .If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 In the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials->

APPOINTMENT LETTER

April 5, 2022

Dear Sai Keerthana,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational
Group of Institutions
TIRUPATI-517 502

relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation

Siddartha Educational Academy
Group of Institutions
Tirupati 517 505

and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, In-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be* liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

PRINCIPAL
Siddartha Educational Academy
Group of Institutions

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Sai Keerthana, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Sai Keerthana

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**

Total Cost to Company per annum	3,50,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

   a. you being "active" in the services of the company through to retention date as applicable

   b. your employment has not been terminated for poor performance or for cause prior to retention date

   c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 in the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

☑ Accept ☐ Decline

☑ **Signature** Sai Keerthana 5/4/2022 12:54 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

India C :L32102KA1945PLC020800

24246727

APPOINTMENT LETTER

March 22, 2022

Dear Chittiboina Kalyan,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer.** The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. **mywipro.wipro.com**

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ("Confidential Information"). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.
ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Ladupalli, Tirupati-517 505

and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, In-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be* liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**



Aparna Shallen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on

VI. You shall keep the contents of this letter confidential

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

the employee will not be borne by the Company and the employee indemnifies.

4. Disclosure requirements: Every employee of the Company and their immediate relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax

exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

   i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Ezhilapalli, Tirupati-517 505

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical Insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

XPS Print Error

Job name:	(none)
Document name:	(none)
Page number:	11
Error:	memory allocation failure (514,10,248)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

KPIT

Date: 08.07.2021

Appointment Letter

Ms. Kadapa Madeena
Employee ID: **144720**
Unit: **SBU2**

Dear **Kadapa,**

This is with reference to your application and subsequent interviews you had with us. We are pleased to appoint you in our company with effect from 08.07.2021 as:

Designation: **Trainee**
Grade: **A Grade**

The broad terms of this appointment are as follows:

1. You are being hired for our **Pune- Hinjawadi**. Please note that you may be required to work at any other location for specific assignments, depending on exigencies of work.
2. Your Total Target Compensation will be **INR 360,000.00/-** and the compensation package will comprise of the components specified in ANNEXURE A & B.
3. Compensation structure as well as the structure governing grade/designation is liable for modification from time to time at company's sole discretion.
4. For fulfilling the company's business needs from time to time, you may be transferred; assigned or deputed to the locations of the clients of the company, or locations of the group companies or subsidiaries of the company as a representative of KPIT Technologies Limited or of its group companies.
5. The company can initiate movement of your employment to any other organization for any reason including but not only limited to mergers, movement to joint ventures/ group companies/ sister concerns, divestment, in case of mutual agreement between KPIT Technologies Limited & customer for you moving to customer's roll etc.
6. You will be entitled to paid leave as per company policy.
7. You will be bound by the company policies which will be communicated to you, from time to time. It will be your responsibility to keep yourself abreast of the same and comply with code of conduct & all the company policies.
8. You will not undertake any representation or employment, retainership, assignment, apprenticeship / traineeship, consultancy engagement or in any other manner whatsoever, or carry out any other profession / business / activity / vocation, nor engage in any such activities (even if such association, activity, etc. is on part-time basis) for any other company while in the employment of KPIT Technologies Limited.
9. Considering the urgency of meeting the deadlines of specific assignments and other conditions prevailing at the time, you may be required to put in extra hours/ days at work/ work in any shift as required.
10. During the course of your assignment, you will deal with some important or confidential information and/or material either of the company or of the client. It is understood that you will not part with this information to anyone at any point of time without the written consent of the company.
11. You will be responsible for the proper care of all hardware, software and other related valuables entrusted to you.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati (R)-517 505

K. Madeena

12. You will be required to read and comply with the confidentiality undertaking of the company.
13. Your continued appointment will be based on several factors which will be reviewed from time to time, including, the accuracy and completeness of all the information mentioned in your application and the interviews you had with us, your flexibility in taking on assignments which are allotted to you after due discussions and your overall performance in the company. If the company finds the information provided by you at the time of employment to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment and the company will not be liable to make any payment lieu of the notice period.
14. In case your performance is not satisfactory, the Company has the right to initiate strict actions deemed fit.
15. This appointment may be ended by either side with a notice period of 90 days or pay in lieu of notice. The discretion to accept pay in lieu of notice rests with the company and you will be bound by any such decision, which will be taken based on work exigencies and you therefore may be required to work through the notice period. In case you resign at your own will, the company reserves the right to release you prior to the notice period of 90 days, taking into consideration business needs and work exigencies and the company will not be liable to make any payment lieu of the notice period.
16. The company also reserves the right to recover the costs of any specific expenditure incurred at the time of joining (relocation expenses, joining bonus etc. if any), either on processing a visa/ work permit or for any specific training given for an assignment and where you are unable, for any reason, to fulfill your part of the obligation, either to travel or to complete the assignment.
17. In case your services are terminated by the company for any reason whatsoever including termination due to breach of the existing policies or for any kind of misconduct, then the company may take the decision of releasing you with immediate effect and will not be liable to pay the notice payment for the full or balance notice period.
18. The company has taken you on rolls on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment.
19. You are required to submit all documents that have been detailed in the offer letter, to the company within 30 calendar days of your date of joining. In the event that you do not submit all the required documents as detailed in the offer letter within this time period, the discretion to terminate your services (the employment relationship may be treated as 'void ab initio') rests with the company and you will be bound by any such decision.
20. During the term of this agreement, you shall devote as much of your productive time, energy, and abilities to the performance of your duties hereunder as is necessary to perform the required duties in a timely and productive manner.
21. Limitations on Authority: Under the general terms and conditions of employment relationship between you and the company, you are not authorized to and must not, at any time:
    i. Trade on your own account by pledging the credit of the company.
    ii. Enter into any transaction of a speculative or gambling nature or otherwise subject the company to any risk.
    iii. Enter into any commitment, dealing or obligation on behalf of the company, except to the extent you are for the time being empowered by a resolution of the Board of Directors of the company, or otherwise specifically authorized by a competent senior functionary of the company.
22. For a period of one (1) year following your separation from KPIT Technologies Limited, you shall not, directly

K. Madeeng

KPIT

Annexure A

Name	Kadapa Madeena
Employee ID	144720
Date of Joining	08.07.2021
Grade	A Grade
Designation	Trainee

Components	**Amount (in INR)**
Basic Salary	198,000.00
House Rent Allowance	26,640.00
Monthly Bonus	39,600.00
Employer's contribution to Provident Fund	23,760.00
Flexi Basket**	0.00
Additional Allowance	0.00
Fixed Compensation**	**288,000.00**
Skill Allowance	0.00
Other Compensation	**0.00**
Special Allowance**	72,000.00
Monthly Total	**0.00**
Total Target Compensation	**360,000.00**
Notional Provision for Statutory Gratuity****	9,524.00
Employer's contribution to Insurance Premium*****	5,200.00
Other Benefits	**14,724.00**
Cost to Company	**374,724.00**

Note: All the amount mentioned above are per annum.

* The details for Flexi Basket and Other Benefits Component have been mentioned in Annexure B.
** Fixed compensation is payable subject to adherence of all applicable policies of the organization.
*** The amount mentioned under Variable Performance Incentive is fully variable and payable on the performance as per Company Policy.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati (R)-517 505

K. Madeena

KPIT

or indirectly, hire, solicit, or encourage to leave the company's employment, any employee, consultant, or consultant of the company or hire any such employee, consultant or consultants of company who has left the company's employment or contractual engagement within one year of such employment or engagement. You shall not solicit/entice the customers of KPIT Technologies Limited, for a period of two (2) years from the date of separation from KPIT Technologies Limited.

23. Any dispute concerning the subject matter of the present appointment letter or Confidentiality & IPR Assignment Undertaking or the breach, termination or validity or thereof which shall include but not limited to issue as the interpretation, operation, or effect of any clause contained in it or any other difference arising (a "Dispute") shall be first attempted to be settled mutually, failing in which, the dispute shall be referred to the sole arbitrator to be appointed mutually.

24. In case, the Arbitrator is not appointed mutually, the dispute shall be referred to the sole arbitrator that shall be appointed by the High Court of Judicature of Bombay on an application in that behalf by either of the party as per the provisions of the Arbitrations and Conciliations Act 1996. The place of arbitration shall be the city of Pune, Maharashtra. The language of proceedings shall be English. The dispute shall be subject to and governed by the laws prevalent in India. However, in case of any difference on provisions of law in State Law and Central Law on a particular subject, state laws applicable in state of Maharashtra shall prevail.

All decisions and awards rendered by the Arbitrator will be final and binding upon the parties and can be enforced as per the provisions of law.

We welcome you to the organization and look forward to a long and fruitful association.

Kindly sign the attached copy of this appointment letter by way of confirmation.

Sincerely yours,
For: **KPIT Technologies Limited**

R K singh

Rajesh Kumar Singh
Global Head - HR

K. Madeena

Agreed & Accepted
(Kadapa Madeena)

K. Madeena

KPIT

Date: 08.07.2021

Appointment Letter

Ms. Kadapa Madeena
Employee ID: **144720**
Unit: **SBU2**

Dear **Kadapa,**

This is with reference to your application and subsequent interviews you had with us. We are pleased to appoint you in our company with effect from 08.07.2021 as:

Designation: **Trainee**
Grade: **A Grade**

The broad terms of this appointment are as follows:

1. You are being hired for our **Pune- Hinjawadi**. Please note that you may be required to work at any other location for specific assignments, depending on exigencies of work.
2. Your Total Target Compensation will be **INR 360,000.00/-** and the compensation package will comprise of the components specified in ANNEXURE A & B.
3. Compensation structure as well as the structure governing grade/designation is liable for modification from time to time at company's sole discretion.
4. For fulfilling the company's business needs from time to time, you may be transferred; assigned or deputed to the locations of the clients of the company, or locations of the group companies or subsidiaries of the company as a representative of KPIT Technologies Limited or of its group companies.
5. The company can initiate movement of your employment to any other organization for any reason including but not only limited to mergers, movement to joint ventures/ group companies/ sister concerns, divestment, in case of mutual agreement between KPIT Technologies Limited & customer for you moving to customer's roll etc.
6. You will be entitled to paid leave as per company policy.
7. You will be bound by the company policies which will be communicated to you, from time to time. It will be your responsibility to keep yourself abreast of the same and comply with code of conduct & all the company policies.
8. You will not undertake any representation or employment, retainership, assignment, apprenticeship / traineeship, consultancy engagement or in any other manner whatsoever, or carry out any other profession / business / activity / vocation, nor engage in any such activities (even if such association, activity, etc. is on part-time basis) for any other company while in the employment of KPIT Technologies Limited.
9. Considering the urgency of meeting the deadlines of specific assignments and other conditions prevailing at the time, you may be required to put in extra hours/ days at work/ work in any shift as required.
10. During the course of your assignment, you will deal with some important or confidential information and/or material either of the company or of the client. It is understood that you will not part with this information to anyone at any point of time without the written consent of the company.
11. You will be responsible for the proper care of all hardware, software and other related valuables entrusted to you.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

K. Madeena

12. You will be required to read and comply with the confidentiality undertaking of the company.

13. Your continued appointment will be based on several factors which will be reviewed from time to time, including, the accuracy and completeness of all the information mentioned in your application and the interviews you had with us, your flexibility in taking on assignments which are allotted to you after due discussions and your overall performance in the company. If the company finds the information provided by you at the time of employment to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment and the company will not be liable to make any payment lieu of the notice period.

14. In case your performance is not satisfactory, the Company has the right to initiate strict actions deemed fit.

15. This appointment may be ended by either side with a notice period of 90 days or pay in lieu of notice. The discretion to accept pay in lieu of notice rests with the company and you will be bound by any such decision, which will be taken based on work exigencies and you therefore may be required to work through the notice period. In case you resign at your own will, the company reserves the right to release you prior to the notice period of 90 days, taking into consideration business needs and work exigencies and the company will not be liable to make any payment lieu of the notice period.

16. The company also reserves the right to recover the costs of any specific expenditure incurred at the time of joining (relocation expenses, joining bonus etc. if any), either on processing a visa/ work permit or for a specific training given for an assignment and where you are unable, for any reason, to fulfill your part of the obligation, either to travel or to complete the assignment.

17. In case your services are terminated by the company for any reason whatsoever including termination due to breach of the existing policies or for any kind of misconduct, then the company may take the decision of releasing you with immediate effect and will not be liable to pay the notice payment for the full or balance notice period.

18. The company has taken you on rolls on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you which also includes termination of employment.

19. You are required to submit all documents that have been detailed in the offer letter, to the company within 30 calendar days of your date of joining. In the event that you do not submit all the required documents as detailed in the offer letter within this time period, the discretion to terminate your services (the employment relationship may be treated as 'void ab initio') rests with the company and you will be bound by any such decision.

20. During the term of this agreement, you shall devote as much of your productive time, energy, and abilities to the performance of your duties hereunder as is necessary to perform the required duties in a timely and productive manner.

21. Limitations on Authority: Under the general terms and conditions of employment relationship between you and the company, you are not authorized to and must not, at any time:
    i. Trade on your own account by pledging the credit of the company.
    ii. Enter into any transaction of a speculative or gambling nature or otherwise subject the company to any risk.
    iii. Enter into any commitment, dealing or obligation on behalf of the company, except to the extent you are for the time being empowered by a resolution of the Board of Directors of the company, or otherwise specifically authorized by a competent senior functionary of the company.

22. For a period of one (1) year following your separation from KPIT Technologies Limited, you shall not, directly

K. Madeena

KPIT

or indirectly, hire, solicit, or encourage to leave the company's employment, any employee, consultant, or consultant of the company or hire any such employee, consultant or consultants of company who has left the company's employment or contractual engagement within one year of such employment or engagement. You shall not solicit/entice the customers of KPIT Technologies Limited, for a period of two (2) years from the date of separation from KPIT Technologies Limited.

23. Any dispute concerning the subject matter of the present appointment letter or Confidentiality & IPR Assignment Undertaking or the breach, termination or validity or thereof which shall include but not limited to issue as the interpretation, operation, or effect of any clause contained in it or any other difference arising (a "Dispute") shall be first attempted to be settled mutually, failing in which, the dispute shall be referred to the sole arbitrator to be appointed mutually.

24. In case, the Arbitrator is not appointed mutually, the dispute shall be referred to the sole arbitrator that shall be appointed by the High Court of Judicature of Bombay on an application in that behalf by either of the party as per the provisions of the Arbitrations and Conciliations Act 1996. The place of arbitration shall be the city of Pune, Maharashtra. The language of proceedings shall be English. The dispute shall be subject to and governed by the laws prevalent in India. However, in case of any difference on provisions of law in State Law and Central Law on a particular subject, state laws applicable in state of Maharashtra shall prevail.

All decisions and awards rendered by the Arbitrator will be final and binding upon the parties and can be enforced as per the provisions of law.

We welcome you to the organization and look forward to a long and fruitful association.

Kindly sign the attached copy of this appointment letter by way of confirmation.

Sincerely yours,
For: **KPIT Technologies Limited**

R K Singh

Rajesh Kumar Singh
Global Head - HR

K. Madeena

Agreed & Accepted
(Kadapa Madeena)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

K. Madeena

KPIT

Annexure A

Name	Kadapa Madeena
Employee ID	144720
Date of Joining	08.07.2021
Grade	A Grade
Designation	Trainee

Components	**Amount (in INR)**
Basic Salary	198,000.00
House Rent Allowance	26,640.00
Monthly Bonus	39,600.00
Employer's contribution to Provident Fund	23,760.00
Flexi Basket**	0.00
Additional Allowance	0.00
Fixed Compensation	**288,000.00**
Skill Allowance	0.00
Other Compensation	**0.00**
Special Allowance**	72,000.00
Monthly Total	**0.00**
Total Target Compensation	**360,000.00**
Notional Provision for Statutory Gratuity****	9,524.00
Employer's contribution to Insurance Premium*****	5,200.00
Other Benefits	**14,724.00**
Cost to Company	**374,724.00**

Note: All the amount mentioned above are per annum.

* The details for Flexi Basket and Other Benefits Component have been mentioned in Annexure B.
** Fixed compensation is payable subject to adherence of all applicable policies of the organization.
*** The amount mentioned under Variable Performance Incentive is fully variable and payable on the performance as per Company Policy.

K. Madeena

KPIT

Annexure B

Components	Amount (in INR)
Hostel Allowance	0.0
Meal Allowance	0.0
Professional Development Reimbursement	0.0
Children's Education Allowance	0.0
Employer's contribution to NPS	0.0
Leave Travel Assistance	0.0
Flexi Basket*	**0.00**
Notional Provision for Statutory Gratuity**	9,524.00
Employer's contribution to Insurance Premium***	5,200.00
Employer's contribution to ESIC	0.00
Special Benefits	0.00
Other Benefits	**14,724.00**

*You have an option of restructuring your Flexi Basket components from 1st to 15th of the succeeding month of your joining, based on your tax planning (the amounts changed will be adjusted in the Additional Allowance). The amounts under flexi allowance are taxable in case of no supporting receipts or expense bills, except for Meal Allowance.

1. Submission of actual bills against your flexi declaration for tax exemption purpose would be done at the end of financial year for which you will receive a communication from HR.
2. All allowances except for Leave Travel Assistance will be paid on monthly basis while Leave Travel Assistance will be paid on claim basis. Leave Travel Allowance (LTA) can be claimed only after three months of joining the company.
3. Employer's contribution to NPS will be deducted from your salary on monthly basis and will be paid directly into your PRAN account.

** As per Payment of Gratuity Act.
*** The amount mentioned is an indicative average cost incurred by Company towards Group Mediclaim, Group Personal Accident and Group Term Life Insurance premium.

Note: The terms of this offer letter shall remain confidential and are not to be disclosed to any third party.

Sincerely yours,
For: **KPIT Technologies Limited**

R K singh

Rajesh Kumar Singh
Global Head - HR

K. Madeena

Agreed & Accepted
(Kadapa Madeena)

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

K. Madeena

APPOINTMENT LETTER

March 27, 2022

Dear Newraja Doodala,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as

received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.

b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.

c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.

4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Newraja Doodala, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

ANNEXURE III

SALARY OFFER SHEET

Name: Newraja Doodala

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance or for cause prior to retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts

IV. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter confidential

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:



APPOINTMENT LETTER

April 22, 2022

Dear Rajasekhar Ganachari,

Welcome to Wipro Limited (Company/Wipro) and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.

b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.

c. The retirement age is 58 years.

d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company ,in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.

e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.

f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining.

2. Compensation:

You will be eligible for:

a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.

b. Variable Pay - The details of this component are listed in Annexure VI. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.

c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.

d. Your salary will be reviewed periodically as per Company policy.

e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

a. Leave, holidays and working hours as applicable to your stream and location of posting.

b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.

c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.

d. Leave Travel Assistance (LTA) as per the Company's policy.

e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act.

f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.

g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.

b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.

c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Tirupati, Tirupati-517 502

d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

[redacted]

advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.

b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.

c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

   i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
   ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
   iii. Any existing employee to become associated with, or perform services of any type for any third party.

d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).

b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents,

training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.

b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.

c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

d. Your appointment shall be treated as withdrawn in case:

   i. You have not scored minimum aggregate marks of 60% in your 10 th Standard or equivalent education.

PRINCIPAL
ddartha Educational Academy
Group of Institutions
ear C.Gollapalli, Tirupati-517 505

ii. You have not scored minimum aggregate marks of 60% in your 12 th Standard or equivalent education.
iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
v. You have any pending backlogs/ arrears on the date of appointment.

Please note that at any stage, whether during your online test and/or interview process or upon joining the Company, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, the Company shall withdraw or revoke the offer with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall ***be* liable to** pay to the Company liquidated damages of up to Rs. 75,000/-(Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the

appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited,**

Aparna Shalfen
General Manager - Human Resources

I have read, understood and agree to accept the employment on the terms and conditions herein.

ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

organization, which has business dealings with the company where there is an opportunity for

company or an affiliate except with the knowledge and consent of top management.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.

e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: policyclearinghouse@wipro.com.

2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need to know basis. Employees are strictly prohibited from the following:

a. Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.

b. Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.

c. Unauthorized disclosure or communication of UPSI.

[redacted]

d. Procuring any UPSI from others

3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like [redacted] in certain circumstances. The penalties levied on the employee will not be borne by the Company and [redacted] the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees. For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to policyclearinghouse@wipro.com.

ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I Rajasekhar Ganachari, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;

b. processing my job application including background verification checks;

c. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information including documents, relating to me [redacted]

ANNEXURE III

SALARY OFFER SHEET

Name: Rajasekhar Ganachari

Position: Project Engineer **Career Group: TRB - II**

You shall receive salary as detailed below.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

COMPONENT	AMOUNT (INR)
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
Total Fixed Cash	**24,688**
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	**27,108**
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay	1,459
Target Cost to Company per month	**29,167**
Total Cost to Company per annum	**3,50,004**

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

a. Onetime Interest free loan of Rs. 20,000/- towards housing deposits or towards purchase of a two wheeler
b. Onetime Interest free contingency loan of lesser of Rs. 50,000/- and 2 months gross towards housing deposits or illness, death in immediate family or self-marriage
c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
d. Medical Insurance Coverage up to Rs 2lac per annum.

ANNEXURE – IV

Bonus Details

In addition to the above-mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus

End of 6 months	25000
End of 18 months	25000 - 75000
End of Year 2	50,000 - 1,00,000
End of Year 3	2,00,000- 2,50,000

Please note the terms and conditions:

I. The special bonus is subject to:

a. you being "active" in the services of the company through to retention date as applicable

b. your employment has not been terminated for poor performance on or before retention date

c. you have not resigned voluntarily or abandoned your job as of the retention date

II. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not met then, you will not be eligible to receive the bonus. The same is understood and accepted by you.

III. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 4 tranches of bonus payouts.

IV. In the event of your deputation to a location outside your base location at the time of bonus payout, your bonus will be paid out in accordance with applicable exchange rate, as per company policy.

V. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

VI. You shall keep the contents of this letter Confidential.

ANNEXURE – V

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

ANNEXURE – VI

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

For employees joining in billable roles, variable pay will be linked to Individual billability, i.e. the number of days employee is billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 and who have variable pay as part of their salary stack.

For employees joining in above Bands in Support roles and central functions, and who have variable pay as part of their salary stack, variable pay will be linked to company's financial parameters. Financial metrics is linked based on specific role for each employee in each quarter, as per the respective financial year policy.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

The detailed policy will be made available on myWipro->myPolicies->Common Policies Across Countries->my Financials->Variable Pay Policy FY 2022-23.

SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant

a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. **Leave Travel Allowance:**

   New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to myWipro on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. **Telephone/Mobile Phone Allowances:**

   The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. **Non-transferable Meal card:**

   An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. **Education Allowance:**

   An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

5. **New Pension System:**

   You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm

b. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

PRINCIPAL
...dartha Educational Academy
...Group of Institutions
...ear Chandrasalli, Tirupati-517 505

a. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month salary. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

b. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of joining. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount that will be credited with your first month salary and you would not need to submit bills towards usage of this amount.

b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:

    i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.

c. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

d. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

SUMMARY SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS)**: This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI).** This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.

2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll depending on your marital/family status towards the base sum insured premium,10% of the claim amount has to be borne by you.

   If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

   Base Medical Insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Gratuity Benefit**: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program**:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. 15,000 x 20 x 2.7%* x 80% = Rs. 6,480 per month as supplementary pension payable. *Grade Factor is a band specific predefined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

per CBDT rules.

** These benefits are subject to the terms and conditions of the company policy and cannot be converted to fixed cash.

1. Your Life and Accident Cover :

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Term Life Insurance: Rs. 14, 00,000 In the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover under this policy. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). Employees can also get an extra coverage for a nominal and highly negotiated premium.

   Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies ->India > My Financials -> Group Life Insurance/ Personal Accident

   The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

2. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials->

Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

PRINCIPAL
Sri Vidyaartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

 Accept  Decline

 **Signature** Rajasekhar Ganachari 22/4/2022 8:39 PM
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

24441197

Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

☐ Accept ☐ Decline

☐ **Signature** Somasekhar Kamasani 22/4/2022 8:50 PM
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

24387336

March 5, 2022

Dear BHARATH GOPALA,

Sub: Letter of Engagement as Intern

We are pleased to inform you that you have been selected for undergoing Internship in our organization Wipro Limited (Wipro) as Intern under the following terms and conditions:

1. Nature of Engagement

You will be engaged as an **Intern at Wipro.**

2. Duration of training

The duration of **internship** will be 10 to 16 weeks starting from March 10th. During this period, Wipro shall evaluate your performance. Unless Wipro extends the period of internship, in writing, solely at its discretion, your internship shall automatically stand terminated at the expiry of the internship period.

3. Verification Report

Your engagement with Wipro will be subject to receipt of satisfactory report with regard to verification of the particulars furnished by you in your application and information given at the time of Interview. If any declaration or information furnished to Wipro proves to be false or if you have wilfully suppressed any material information, in such case, you will be liable to removal from training without any notice.

4. Obligations and Responsibilities

a. During your internship period, Wipro expects you to undergo training in any department / section in which you are placed with high standard of initiative and efficiency. You shall devote yourself exclusively for undergoing training. You shall not take up any other work for remuneration (part-time or otherwise) or work on advisory capacity or be interested directly or indirectly in any other trade or business (except as share-holder or debenture holder) during the training period without obtaining permission in writing from the appointing authority at Wipro. You will be governed by the service rules / standing orders, policies and regulations as may be promulgated by Wipro from time to time in relation to conduct, discipline and other matters. You will not seek membership of any local or public bodies without first attaining specific permission from the appointing authority at Wipro. You are expected to comply with the policies of Wipro including the Code of Business Conduct and other policies of Wipro as they form an integral part of the terms of your training with Wipro.

   Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new Policies may be introduced and notified to employees/trainees from time to time and you will be required to comply with the same. Any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of Wipro and appropriate disciplinary action will be initiated.

b. During the training period, if you conceive any new or advanced method of improving processes / formulae / systems in relation to the Business or Trade of Wipro, such developments will be fully communicated to Wipro and will be the sole property of Wipro. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of Wipro. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of Wipro, as secret and confidential and do not use or disclose any such Confidential Information except as may be required

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
TIRUPATI - 517 505

under obligation of law or as may be required by Wipro and in the course of your training. This covenant shall endure during your training and beyond the cessation of your training with Wipro.

c. During the training period and thereafter, you will not pass onto anyone in writing or by word of mouth or otherwise, particulars or details of work, processes, technical know-how, research carried out, security arrangements, administrative and organization matters of confidential or secret nature, which you may come across during your training period or become known to you by virtue of your undergoing training in Wipro or otherwise.

d. In connection with your internship and during the term of your internship, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including without limitation legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

5. Posting

During your training period, you are liable to be transferred or assigned to training in any division / department / establishment or location at which Wipro or its associate companies have their offices or operation and whether at present existing or which may be set up in future at any time and at any place in India, without any increase in stipend. On such posting, you will be governed by the policies, rules and regulations as applicable in that Unit / Branch / Establishment.

6. Travel

You will be required to undertake travel as required by Wipro and you will be paid travel expenses as per Wipro rules.

7. Termination

Notwithstanding any of the clauses of this letter of engagement, Wipro reserves the right in its sole discretion of terminating this agreement during the training period without assigning any reason by giving one week's (7 days) notice or payment of one week's stipend, in lieu of notice.

8. Training Hours and Holidays

As an intern you will be called upon to undergo training during the hours and days as may be fixed by Wipro. Normally all Sundays will be weekly holidays together with all National and Festival Holidays observed by the establishment.

9. After completion / termination of internship

On completion / termination of internship, you will immediately surrender to Wipro all specifications, documents, literature, drawings, records etc. belonging to Wipro or relating to its Businesses and shall not take or retain any copies of the said items.

10. Date of commencement of training

In case the above terms and conditions are acceptable to you, you are required to return the duplicate copy of this letter of engagement within one week, duly signed by you, in token of your acceptance of the offer and report for training on or before the date of commencement of training. While reporting for training, please bring 3 copies of your latest passport size photographs and two copies each of your certificates and testimonials along with the originals. The original certificates will be returned to you after verification.

Yours sincerely,
For Wipro Limited,



Aparna Shailen
General Manager - Human Resources

Endorsement:

1. I accept the terms and conditions stipulated in the above letter of engagement.

2. I shall report for internship on

ANNEXURE I

CONFIRMATION ON SHARING PERSONAL INFORMATION (AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000)

I BHARATH GOPALA, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

a. validating my curriculum vitae and retaining records on the same for any future reference/verification;

b. processing my application for internship including background verification checks;

c. Internship related actions including record keeping, processing training stipend and any action required in the context of my training with Wipro.

In this context, I also agree to the retention of such Personal Information by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party.

I understand that 'Personal Information' means any information, relating to me that is available with Wipro and is capable of identifying me.

ANNEXURE II

CONFIDENTIALITY & NON-DISCLOSURE AGREEMENT

This non-disclosure agreement (**"Agreement"**) is made on this the [ ] day of [ ] between

Wipro Limited, a public limited Company incorporated under the Indian Companies Act, 1913, and existing under the Indian Companies Act, 1956, having its registered office at Dodda Kannelli, Sarjapur Road, Bengaluru 560-035.

And

_____[Name of the Intern], S/o / D/o
_____,

Residing at_____
_____

(Hereinafter referred to as **"Intern"** which expression shall mean and include his/her representatives in interest, assurers and guarantors).

WHEREAS:

The Intern has expressed his/her desire to be trained with Wipro for a period of _____ (**"Internship Period"**);

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near Gollahalli, Tirupati-517 505

Wipro has accepted the Intern's application subject to the Intern adhering to and complying with certain covenants governing his or her movement within Wipro premises, conduct, and other tasks whatsoever which they may be allotted from time;

During the term of the internship, the Intern may have access to certain information which may be proprietary and/or of confidential nature (**"Confidential Information"**, as more particularly described below);

NOW THEREFORE in consideration of the Agreement herein by the parties hereto and such additional promises and understandings as are hereinafter set forth, the parties agree as follows:

1. For purposes of this Agreement, **"Confidential Information** "means, with respect to Wipro, any and all information in written, representational, electronic, verbal or other form that is disclosed to Intern by Wipro or which Intern becomes

aware of in the course of the internship, including without limitation, information relating directly or indirectly to the present or potential business, operation or financial condition, pricing, legal cases pertaining Wipro, marketing plans or strategy, volumes, services rendered, customers' and suppliers' names or lists, any customer information, financial of technical or service matters or data of or relating to Wipro and any information identified as being proprietary and/or confidential and any information which might reasonably be presumed to be proprietary or confidential in nature, excluding any such information which (i) is known to the public (through no act or omission of Intern in violation of this Agreement); (ii) was known to Intern prior to its disclosure under this Agreement; or (iii) is required to be disclosed by governmental or judicial order, in which case Intern shall give Wipro prompt written notice, and use reasonable efforts to ensure that such disclosure is accorded confidential treatment and also to enable Wipro to seek a protective order or other appropriate remedy.

2. Nothing contained hereunder shall be construed as creating, conveying, transferring, granting or conferring by Wipro on Intern any rights, license or authority in or to the Confidential Information.

3. Intern agrees and undertakes that he/she shall not disclose or make available to any person (including the Institute) reproduce or transmit in any manner, or use (directly or indirectly) for his/her own benefit or the benefit of others, any Confidential Information, including without limitation, the use of the Confidential Information in any thesis or report required to be submitted by Intern under any course. Intern undertakes that he/she will not, without prior written consent of Wipro, use any Confidential Information in any of her future projects or presentations for any person, including the institute, nor shall he/she use any of the Confidential Information in his/her resumes or any application for prospective employment.

4. Intern shall use and/or protect the Confidential Information received by him/her with utmost degree of care and diligence.

5. Intern agrees that upon (i) termination/expiry of Internship Period, or (ii) at any time during its currency, or (iii) on Intern ceasing to be an Intern of Wipro, Intern shall promptly deliver to Wipro the Confidential Information and copies thereof in his/her possession or under his/her direct or indirect control, and shall destroy all memoranda, notes and other writings prepared by him/her or his/her subordinates based on the Confidential Information.

6. Intern acknowledges that the Confidential Information coming to his/her knowledge may relate to and/or have implications regarding the future strategies, plans, business activities, methods, processes and or information of Wipro or its affiliated companies which could afford third parties certain competitive and strategic advantage. Intern shall ensure that the use of such Confidential Information by the Intern shall not jeopardize or adversely affect in any manner such future strategies, plans, business activities, methods, processes, information, and/or competitive and strategic advantage of Wipro.

7. Intern acknowledges the quantum of damages and/or losses that Wipro may suffer as a result of the breach of this Agreement by the Intern and therefore, agrees to indemnify and keep indemnified Wipro against all loss or damage, which Wipro may suffer as a result of any such breach.

8. Intern hereby acknowledges and agrees that in the event of a breach or threatened breach by Intern of the provisions of this Agreement, Wipro shall without prejudice to any of its rights under this Agreement or in law have the right to claim damages and shall also be entitled to injunctive relief against such breach or threatened breach by Intern.

9. No failure or delay by Wipro in exercising or enforcing any right, remedy or power hereunder shall operate as a waiver thereof, nor shall any single or partial exercise or enforcement of any right, remedy or power preclude any further exercise or enforcement thereof or the exercise of enforcement of any other right, remedy or power.

10. This Agreement will be governed exclusively by the laws of India and, jurisdiction shall be vested exclusively in the courts at Bengaluru. This Agreement shall not be amended, assigned or transferred by either party without obtaining the written consent of Wipro.

11. The obligations of confidentiality shall survive the expiry or termination of the internship. Nothing in this Agreement is intended to confer any rights/remedies under or by reason of this Agreement on any third party.

12. If any term or provision of this Agreement is determined to be illegal, unenforceable, or invalid in whole or in part for any reason, such illegal, unenforceable, or invalid provisions or part(s) thereof shall be stricken from this Agreement and such provision shall not affect the legality, enforceability, or validity of the remainder of this Agreement.

IN WITNESS WHEREOF the parties hereto have duly executed this Agreement as of the date and year written above.

Yours sincerely,

For Wipro Limited,



Aparna Shailen
General Manager - Human Resources

☑ Accept ☐ Decline

Intern Name: BHARATH GOPALA

☑ **Signature** BHARATH GOPALA 5/3/2022 8:21 AM
(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

Sensitivity: Internal & Restricted

23155790

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.Gollapalli, Tirupati-517 505

#5
5.21.2

2021-2022

Siddartha Educational Academy Group of Institutions

(Approved by AICTE, New Delhi & Affiliated to JNTU, Anantapur)

Near C.Gollapalli, TIRUPATI (Rural) – 517 505

Application form for Admission into **I year M.Tech** Course

(Under **CATEGORY–B SEATS** for the academic year **2021 – 2022**)

Branch of Admission: CSE [ ] DECS [ ] EMBD.Syst. [ ] Struct.Engg. [✓]

(For office use only)

Admission No: 467/2021 Roll No.: 219L1D2008 / Date of Admission: 21/02/22



1. **Name of the Candidate** (Capital letters as per SSC) : BARSHAIK JAFFAR SADIK
2. Father's Name (Capital letters as per SSC) : BS MUNEER
3. Mother's Name (Capital letters) : BS SAFIYA
4. Occupation (Father) : Bussiness
5. Date of Birth (As per SSC) (DD-MM-YYYY) : 10-06-1996
6. Sex (Please Tick Mark) : Male [✓] Female [ ]
7. Address for Communication :

29-189, mangala colony, Tadakal, kadiri (Taluk) Anantapur (DT)

Pincode : 515571 Mobile : 9492175024

Parents Mobile No.: 9493559318 Aadhaar No.: 546195249608

Email: Jaffar.sadik8@gmail.com Caste : BC

8. Mother Tongue: _____ Caste sub category : BC-E
9. PGECET -2021 HallTicket No: [ ] Rank Obtained: [ ]
10. Academic Details :

	Reg No./Hall Ticket No.	Marks Obtained	Percentage of Marks	Year of Passing
P.G.				
B.Tech-	15941A0104	4229	66.08	
Intermediate				
SSC				

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dist. (A.P.)

SIDDARTHA EDUCATIONAL ACADEMY GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTU, Anantapur)
Near C.Gollapalli, TIRUPATI (Rural) – 517 505

Application form for Admission into **I year M.Tech** Course
(Under **CATEGORY–B SEATS** for the academic year **2021 – 2022)**

Branch of Admission: CSE [ ] DECS [ ] EMBD.Syst. [ ] Struct.Engg. [✓]

(For office use only)

Admission No: 471/2021 Roll No.: 219L1D20065 Date of Admission: 21/02/22

1. **Name of the Candidate** (Capital letters as per SSC) : V. NARESH
2. Father's Name (Capital letters as per SSC) : V. NAGAPRASAD
3. Mother's Name (Capital letters) : V. RAMA DEVI
4. Occupation (Father) : COOLI
5. Date of Birth (As per SSC) (DD-MM-YYYY) : 18/06/1999
6. Sex (Please Tick Mark) : Male [✓] Female [ ]
7. Address for Communication :

V. Naresh S/O. Naga Prasad
6/57-C, Ramapuram (M) (P)
Kadapa (D), 516504.



Pincode : 516504 Mobile : 8186020205

Parents Mobile No.: _____ Aadhaar No.: 358955072367

Email: nareshvennapusa24@gmail.com Caste : BC-A

8. Mother Tongue: Telugu Caste sub category : _____
9. PGECET -2021 HallTicket No: _____ Rank Obtained: _____
10. Academic Details :

	Reg No./Hall Ticket No.	Marks Obtained	Percentage of Marks	Year of Passing
P.G.				
B.Tech-	169L1A0128	4189	65.45%	2016-21
Intermediate	1612211992	761	76.1%	2014-16
SSC	1419121227	8.5	85 %	2013-14

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (Rural) 517 505
Tirupati Dist. (A.P.)

A

SIDDARTHA EDUCATIONAL ACADEMY GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTU, Anantapur)
Near C.Gollapalli, TIRUPATI (Rural) – 517 505

Application form for Admission into **I year M.Tech** Course
(Under **CATEGORY–B SEATS** for the academic year **2022 – 2023**)

Branch of Admission: CSE [ ] DECS [ ] EMBD.Syst. [ ] Struct.Engg. [✓]

(For office use only)
Admission No: 477/2022 Roll No.: 229L1D2003 Date of Admission: 27/10/22



N. kokila

1. Name of the Candidate (Capital letters as per SSC) : NANDELI KOKILA
2. Father's Name (Capital letters as per SSC) : N. MANOHAR
3. Mother's Name (Capital letters) : N. AMMULU
4. Occupation (Father) : COOLI
5. Date of Birth (As per SSC) (DD-MM-YYYY) : 01-11-1997
6. Sex (Please Tick Mark) : Male [ ] Female [✓]
7. Address for Communication :
   3-78, Newstreet, Renigunta Road,
   Tirucheanur, 517503

Pincode : 517503 Mobile : 8978514168 (S)

Parents Mobile No.: 9440078057 (F) Aadhaar No.: 5810 1817 2053

Email: kokilanandeli@gmail.com, Caste : BC-D

8. Mother Tongue: Telugu Caste sub category : Reddy
9. PGECET -2022 HallTicket No: 7318620302 Rank Obtained: 719
10. Academic Details :

	Reg No./Hall Ticket No.	Marks Obtained	Percentage of Marks	Year of Passing
P.G.	7318620302	30		
B.Tech-	17191A0110	71.2	71%	2020
~~Intermediate~~ D.Pharm	13155-C-027	66.9	66%	2017
SSC	~~TC~~ 1317120610	8.7	8.7	2013

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dist. (A.P.)

SIDDARTHA EDUCATIONAL ACADEMY GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTU, Anantapur)
Near C.Gollapalli, TIRUPATI (Rural) – 517 505

T.C & Cards

Application form for Admission into **I year M.Tech** Course
(Under **CATEGORY-B SEATS** for the academic year **2022 – 2023**)

Branch of Admission: CSE [✓] DECS [ ] EMBD.Syst. [ ] Struct.Engg. [ ]

(For office use only)
Admission No: 482/2022 Roll No.: 229L1D5802 Date of Admission: 23/12/22.

1. **Name of the Candidate** (Capital letters as per SSC) : D. BHARGAVI



Student Signature

2. Father's Name (Capital letters as per SSC) : D. DAMODHARAM ACHARY
3. Mother's Name (Capital letters) : D. PARVATI
4. Occupation (Father) :
5. Date of Birth (As per SSC) (DD-MM-YYYY) : 26-06-1991
6. Sex (Please Tick Mark) : Male [ ] Female [✓]
7. Address for Communication :

D. No: 5-53
Ullipatteda, M.R. Palli
Tirupati (Urban)
Chittoor, Andhra Pradesh - 517502.

Pincode : 517502 Mobile : 7981748969

Parents Mobile No.: 9703755747 Aadhaar No.: 4219 9302 8986

Email: Bhargavjachary507@gmail.com Caste : Vishwa Brahmin (BC-B)

8. Mother Tongue: Telugu Caste sub category : BC-B

9. PGECET -2022 HallTicket No: Rank Obtained:

10. Academic Details :

	Reg No./Hall Ticket No.	Marks Obtained	Percentage of Marks	Year of Passing
P.G.				
B.Tech-	093877	5200	63.35%	
Intermediate	151825	599	60%	
SSC	0593784	474	72%	

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dist. (A.P.)

SIDDARTHA EDUCATIONAL ACADEMY
GROUP OF INSTITUTIONS

(An Integrated Campus for Engineering & MBA)
Approved by AICTE, New Delhi & Affiliated to JNTUA, Ananthapuramu.

Dr K. Purushotham Prasad
Professor & Head
Department of Electronics & Communication Engineering
Mobile No.: +91-9963626200
prasad.kalisetti@gmail.com.

March 18, 2022.

LETTER OF RECOMMENDATION

A fair thinking and a level headed person and how I depict **Ms. Kavanuru Deepika.** This quality got to be apparent amid my interaction with her, handling her "Microprocessors and Microcontrollers". My association with her, spread over four years, has allowed me to watch her closely and judge her capabilities. Aside from being technically solid, Deepika has demonstrated an affinity for extorting and envisioning practical difficulties and this, as such, makes a potential research student.

Her ability to organize the time efficiently and her meticulous preparation will be an asset to the research team. Her self-confidence and optimistic approach to solve even the most difficult problem are worth mentioning. Her systematic and focused approach always earned her a good academic performance.

Deepika has always challenged himself academically. She is an active participant in the class room discussions and grasps material quickly. I am certain that She, as a student with extraordinary energy for higher scholarly interests and inclination for research, will progress nicely. I have a strong opinion that she has the right inclination to excel in his proposed program and, hence, strongly recommend him for admission to your university.

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati (Dist.) A.P.

HEAD OF THE DEPARTMENT
Electronics & Communication Engineering
Siddartha Educational Academy
Group of Institutions
C. Gollapalli, Tirupati - 517 505

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C. Gollapalli, TIRUPATI-517 505

SIDDARTHA EDUCATIONAL ACADEMY GROUP OF INSTITUTIONS

(Approved by AICTE, New Delhi & Affiliated to JNTU, Anantapur)
Near C.Gollapalli, TIRUPATI (Rural) – 517 505

Application form for Admission into **I year M.Tech** Course
(Under **CATEGORY–B SEATS** for the academic year **2021 – 2022**)

Branch of Admission: CSE [ ] DECS [ ] EMBD.Syst. [✓] Struct.Engg. [ ]

(For office use only)
Admission No: ~~474~~/2021 Roll No.: 219L1D5503 Date of Admission: 21/02/22

1. **Name of the Candidate** (Capital letters as per SSC) : MUSALI . SUSHMITHA
2. Father's Name (Capital letters as per SSC) : M. NAGI REDDY
3. Mother's Name (Capital letters) : M. SHOBHA RANI
4. Occupation (Father) : Farmer
5. Date of Birth (As per SSC) (DD-MM-YYYY) : 10-06-1998
6. Sex (Please Tick Mark) : Male [ ] Female [✓]
7. Address for Communication :

Paste your recent pass port size Colour Photograph

Student Signature
M. Sushmitha

Bakireddy garipalli (V)
Jandhapeta (P)
K. Upalli (M)
Chittoor (dist)

Pincode : 517213 Mobile : 6302702640

Parents Mobile No.: 9908533349 Aadhaar No.: 680767179381

Email: musaliSreddy@gmail.com, Caste : OC

8. Mother Tongue: Telugu Caste sub category : OC
9. PGECET -2021 HallTicket No: [ ] Rank Obtained: [ ]
10. Academic Details :

	Reg No./Hall Ticket No.	Marks Obtained	Percentage of Marks	Year of Passing
P.G.				
B.Tech-	15L1A0438		73.94%	2019
Intermediate	150922053	872		2015
SSC	1319120123	9.5 GPA		2013

PRINCIPAL
Siddartha Educational Academy
Group of Institutions
Near C.GOLLAPALLI, Tirupati (R)-517 505
Tirupati Dist. (A.P.)