

**Interim Selects - Zeal College of Engineering and Research, Narhe**

4 messages

1 to 29

Kapre, Niraj &lt;niraj.kapre@capgemini.com&gt;

To: Placement\_DCOER &lt;placement.dcoer@zealeducation.com&gt;

Sat, Sep 2

Cc: "Joshi, Mahi" &lt;mahi.joshi@capgemini.com&gt;

Dear Placement Officer,

Greetings from Capgemini !

We are very thankful to you and college management for all the support extended to us during on campus virtual recruitment event. Please find below interim selection list. selection list will be released post background and document verification.

Name	College Name	Course	Mobile	Email ID	Hiring Status
Snehal Satyawar Doka	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	7769086933	snehaldoka2@gmail.com	Interim Select for Analyst
Prajakta Mukund Markad	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	8605011858	markadprajakta@gmail.com	Interim Select for Analyst
Atharva Aniruddha Bhangre	Zeal College of Engineering and Research, Narhe	Electrical Engineering	7588733396	atharva.a.bhangre@gmail.com	Interim Select for Analyst
Prasad Chandrakant Bandagale	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	7066311858	bandagale.prasad1099@gmail.com	Interim Select for Analyst
Sayali Vivek Shukre	Zeal College of Engineering and Research, Narhe	Computer Science	7058980483	shukresayali@gmail.com	Interim Select for Analyst
Vedant Dinesh Vaidya	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	8999683423	vedant10vaidya@gmail.com	Interim Select for Analyst
Faiyaz Aziz Mujawar	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	8796820910	mujawar.faiyaz.aziz@gmail.com	Interim Select for Analyst
Rutuja Eknath Satpute	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	9834933870	resmmm99@gmail.com	Interim Select for Analyst
Preetesh Shrishall Kalshetty	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	9767963523	kalshettypreetesh@gmail.com	Interim Select for Analyst
Abdullah Zakir Deshmukh	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	9595359927	abdullahzakir99@gmail.com	Interim Select for Analyst
Shraddha Vijay Bhagwat	Zeal College of Engineering and Research, Narhe	Computer Science	8805884611	shraddhabhagwat25@gmail.com	Interim Select for Analyst
Shweta Sunil Pisal	Zeal College of Engineering and Research, Narhe	Computer Science	7887453466	shwetapisal1899@gmail.com	Interim Select for Analyst
Ishani Mandar Rede	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	9130438746	ishanirede1911@gmail.com	Interim Select for Analyst
Kajal Shivaji Babar	Zeal College of Engineering and Research, Narhe	Computer Science	9607161256	kajal.s.babar@gmail.com	Interim Select for Analyst
Vaishnav Vilas Galkwad	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	8380092926	vaishnavgalkwad721@gmail.com	Interim Select for Analyst
Rutuja Shankar Parge	Zeal College of Engineering and Research, Narhe	Computer Science	9421412200	rutujaparge@gmail.com	Interim Select for Analyst
Gaurav Gorakhanath Kondhare	Zeal College of Engineering and Research, Narhe	Computer Science	8796530399	kondharegaurav@gmail.com	Interim Select for Analyst
Srushti Swanand Desal	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	9168407523	srushtid12@gmail.com	Interim Select for Analyst
Shaunak Anant Shetye	Zeal College of Engineering and Research, Narhe	Information Technology	9623913053	shaunakshetye99@gmail.com	Interim Select for Analyst
Vaishnavi Rajesh Ubhe	Zeal College of Engineering and Research, Narhe	Information Technology	9325989120	vaishnaviubhe1899@gmail.com	Interim Select for Analyst
Pranjal Prashant Waghunde	Zeal College of Engineering and Research, Narhe	Information Technology	8087148890	waghundepranjal1204@gmail.com	Interim Select for Analyst
Chaitanya Vikram Kewadkar	Zeal College of Engineering and Research, Narhe	Computer Science	9511891668	chaitanyakewadkar11@gmail.com	Interim Select for Analyst
Vishal Vikas Lokam	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	7517031641	vishalvikaslokam@gmail.com	Interim Select for Analyst
Anagha Malikpetkar	Zeal College of Engineering and Research, Narhe	Information Technology	9511921797	anagha.mallkpetkar@gmail.com	Interim Select for Analyst
Gayatri Sunil Kulkarni	Zeal College of Engineering and Research, Narhe	Information Technology	8956484424	gskulkarni09@gmail.com	Interim Select for Analyst
Aniket Prabhakar More	Zeal College of Engineering and Research, Narhe	Electronics & Communication Engineering	8805888122	aniketmore590@gmail.com	Interim Select for Analyst
Pratiksha Kishor Kulkarni	Zeal College of Engineering and Research, Narhe	Computer Science	8275794521	kulkarnipratiksha932000@gmail.com	Interim Select for Analyst
Abhishek Anil Ralkar	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	9673996600	abhishekralkar37@gmail.com	Interim Select for Analyst
Vaibhav Sanjay Pawar	Zeal College of Engineering and Research, Narhe	Computer Science & Engineering	9689960189	vsp9593@gmail.com	Interim Select for Analyst

Regards,



Niraj Kapre

<b>Candidate Name</b>	<b>College Name</b>	<b>Final Status</b>
Neha Karadkar	Zeal College Of Engineering & Research	Offer
Abhishek Gade	Zeal College Of Engineering & Research	Offer
Aditi Pawar	Zeal College Of Engineering & Research	Offer
Meghanad Pandit	Zeal College Of Engineering & Research	Offer
Prajakta Markad	Zeal College Of Engineering & Research	Offer
Shriram Bahirat	Zeal College Of Engineering & Research	Offer
Rutik Ursal	Zeal College Of Engineering & Research	Offer
Vikas raskar	Zeal College Of Engineering & Research	Offer
Omkar Thopate	Zeal College Of Engineering & Research	Offer
Omkar Khamkar	Zeal College Of Engineering & Research	Offer
Pranav Parab	Zeal College Of Engineering & Research	Offer

Congratulations!

298 349

Selected for Cognizant's



GenC - Developer

Inbox



Superset 7:45 PM

to me ▾



Dear Mahadev Ghutukade,

Greetings from Cognizant!

Congratulations on clearing the Cognizant interview for GenC - Developer! We are happy to inform you that you've been selected for the role. Your journey with Cognizant will be full of learning experiences that help you grow as a professional. You will soon receive communication from Cognizant detailing the steps ahead in the process.

The online selection approach has necessitated a few additional verification process steps and we are in the final



# ELECTRICA ENGINEERS (INDIA) PVT. LTD.

H.O. : Shed No. W-316, Rabale Block, M.I.D.C. Industrial Area, T.T.C. Ghansoli-Post, Navi Mumbai - 400 701. (INDIA)  
Telephone : +91-22-2760 6670, Tele Fax : 91-22-2760 6680, Website : www.electricaIndia.com

CIN: U31900MH2004PTC144011

## Offer Letter

Date: 28<sup>th</sup> June 2021

Dear Ms.Rutika Sunil Patil

This has reference to your Telephonic interview you had with us, for the post of **Trainee**. You will be required to work at Electrica Engineers India Pvt Ltd. Address: Gat No 57-1, Village Bebedohal, Near TATA Maval Foundry, Tal-Maval, Pune-410506 Maharashtra India.

You will also be required to work in any shift, department or section as directed by the management from time to time.

We are pleased to offer you the following terms:


- Designation** : Graduate Trainee Engineer
- Date of Joining** : On or before 02<sup>nd</sup> July, 2021
- Stipend** : Rs.15000 (During Training period)
- Training Period** : One year
- Probation Period** : 6 months after satisfactory completion of training period.
- Leave** : No Leaves applicable during training period.


You are liable to give notice of one month if you decide to resign and management also will give a month notice or salary in lieu of Notice.

Please sign the second copy of this letter for your acceptance of the above terms.

Thank you,

For, Electrica Engineers India Pvt Ltd.

  
Ritesh Pardeshi  
Manager-HR & Admin



I accept the above mentioned terms.

Place: Pune



Works : Gat No. 57 - 1, Part Village Bebedohal, Taluka - Maval, Talegaon, Dabhale, Pune - Maharashtra - 410 506. (INDIA)  
Tel. : 02114 - 237726, Fax : 02114 - 237727 • Website : www.electricaIndia.com • E-mail : enquiry@electricaIndia.com





ANZA

ANZA BUSINESS SERVICES PVT LTD

75

Dated: 21<sup>st</sup> April 2021

Name: Asmita Kamble  
Email: asmitak1994@gmail.com

Dear Asmita,

**Letter of Intent for employment.**

We take the opportunity to introduce ourselves as a business entity engaged in the business of providing outsourced and consulting services to clients based in India as well as in United Kingdom (U.K). The offshore entities (our clients at U.K) are mainly "Solicitor Firms" rendering services to the end users there, for purchase, sale, lease, transfer of immovable properties. The work involving commercial transactions as above is outsourced to and executed by us here at Bangalore. The nature of the services rendered by us warrants and demands proper knowledge of the modus operandi of transactions concerning real estate / immovable properties.

Salient features and requirements for our Internship Program are as given and detailed herein below: -

1. This letter is a mere "Expression of Intention", and can be treated as a provisional offer letter, not a final offer to employ the candidate(s). The Internship begins from 3<sup>rd</sup> May 2021.
2. **ANZA Internship Programme:**
  - **I Leg of the Internship** – This is for a period of (3 months) from the date of internship and involves on the job training from your remote location/hometown. In this phase, you will be given a stipend of Rs 8,000 per month of which Rs 5000 will be paid at the end of month 1 & 2 & the balance amount(Rs. 6,000) will be paid at the end of month 3.
  - **II Leg of the Internship** – This is for a period of 3 months after the above, 1st Leg has completed, wherein you will be paid a stipend of Rs. 12,000/- of which Rs. 8000 will be paid at the end of month 4 & 5 & the balance amount (Rs. 8,000) at the completion & certification of full training. Post this you will be working from your hometown.

Infosys Limited | Virtual Onboarding Survey

Inbox



Infosys Limited 6 days ago  
to me ^



From Infosys Limited • offers@infosys.com

To akankshac99@gmail.com

Date 9 Jul 2021 5:04 pm



Standard encryption (TLS).  
See security details

Dear Candidate,

Greetings! We hope you and your family are safe and well.

As we are initiating our virtual onboarding process for Freshers, we request you to provide us with some vital system information.



367  
31  
247

HR\OL\2021\7

June 05, 2021

To,  
**Parag Ganesh Wavhal**  
A/P Shingave Pargaon,  
Tal - Ambegaon, Pune- 412406

Subject – Offer of Employment

Dear Parag,

Greetings of the day! Following your Application for Employment and subsequent selection process, we are delighted to confirm your selection to work with Elcom International Pvt. Ltd.

Details of your position are as follows:

- Position Title: **Jr. Engineer**
- Position Department: **Sales & Marketing**
- Date of Joining: **June 07, 2021**
- Reporting Location: **Kolhapur, MH, India**
- Work Location: **Kolhapur**
- Reporting to: **- Arvind Kawale, Regional Sales Manager - West**

Details of your monetary compensation, any other benefits applicable to you are mentioned in Annexure - A attached herewith.

Detailed checklist of mandatory documents to be submitted at the time of joining is mentioned in the Annexure – B attached herewith.

You are required to report with all mandatory documents to the Department of HR & Administration on or before aforementioned date of joining. Failure to do so will result in this offer of employment being revoked without any notification, unless authorized otherwise by the Management of Elcom International Pvt. Ltd., or on behalf of them, by the Department of HR & Administration.

As a member of our Organization, we would expect your integrity & commitment to deliver outstanding results that contribute to the organizational endeavor of exceeding customer expectations and your personal accountability in all the products, actions, advice and results that you provide as a member of our Organization.

In return of the aforesaid, we are committed to providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

Sincerely,  
For **Elcom International Pvt. Ltd.**

**Nagendra Kotkar**  
Asst. Manager – Human Resource

Motherson Sumi Systems Limited



C-14 A&B, Sector-1, Noida - 201301  
Distt. Gautam Budh Nagar, (U.P.) India  
Tel: +91-120-6752100, 6752278  
Fax: +91-120-2521866, 2521966  
Website: www.motherson.com  
CIN - L34300MH1986PLC284510

**WORKS: Survey No. Plot No. 73/2 & 76/2/1, Village Marunji, Taluka Mulshi,  
Dist. Pune 411057**

**11<sup>th</sup> January, 2022**

**Mr. Akash Ashok Salve  
Post – Ghotan Tal- Shevgaon  
Ahmednagar, 414502**

**LETTER OF OFFER**

Dear Mr. Akash

This has reference to your application and subsequent discussions with us for employment, in our organization.

We are pleased to offer you the employment in our organization as **"Graduate Engineer Trainee"** on remuneration mutually discussed and agreed upon. You are requested to join your duty on or before **07<sup>th</sup> February 2022 at 9.00AM.**

You are requested to bring the following documents at the time of joining:

- All Educational and Professional Qualification certificates (Original).
- Original Testimonials in support of Date of Birth (Certificate of Class X).
- All original Employment records (Relieving Letter & Experience Certificate from all previous Employers)
- Passport/Voter ID card/UID card & PAN card (mandatory)
- Aadhaar Card/Aadhaar No. (Mandatory)
- Photocopy of all the above testimonials.
- Four Colored Passport size Photographs in formal attire with white background.

The offer has been made based on information furnished by you. However if there is any discrepancy found in the copies of documents or certificates given by you as a proof of above we retain the right to review our offer of employment

Employment as per this offer is subject to your being medically fit.

Please note that you shall be eligible for your annual salary review on completion of one year of service and thereafter on 1<sup>st</sup> April every year on prorate basis.

You shall be issued a regular letter of appointment on your joining the Organization.

We are confident that you will play a key role in our company's expansion into national and international markets. We assure you of our support for your professional development and growth.

**Thanking you,  
For Motherson Sumi Systems Ltd.**

**Anurag Gahlot  
Vice President- HRM**

Date: 24<sup>th</sup> August 2021

**Appointment Letter**

Mr. Aniket Pawar,  
G-4, 2335 B, Suru Apts.  
Sogir Wadi, Wai  
Maharashtra.

Dear Aniket,

With reference to your application dated 23.08.2021 and the subsequent interview you had with us, we have pleasure to inform you that you have been appointed as a "Graduate Engineering Trainee" in our Organization. Your appointment is subject to the following terms and conditions:-

1. Physical fitness and the medical examination report of our Company physician as also satisfactory verification of references.
2. You are Date of Joining is **24.08.2021**.
3. You will be entitled to a Stipend of Rs 10000/- (Ten Thousand).
4. You will be on Training Period for one year, after completion of the training period, You will be on probation for a period of six months. In case your performance during this period is not found satisfactory, your probation period may be extended for a further period. During the probation period your services may be terminated without notice.
5. On satisfactory completion of the probation period as adjudged by the company management, you will be absorbed in the regular employment of the company. After confirmation your services will be subject to termination at three month's notice on either side.
6. On confirmation you will be entitled leave as per the rules of the Company for each calendar year of service and to Leave Travel Allowance as applicable to you as per the rules of the Company.
7. In the event of your being made permanent it is hereby understood and agreed that you shall retire from the services of the Company on attaining the age of 58 years.
8. The Company will not provide any transport facility.
9. The Company will be free at all times to transfer your services to any of the departments/sections or the work centers of the organization or to any of the subsidiary or associate companies and you will be required to serve the Company anywhere in India. In such cases you will be governed by the terms and conditions applicable to that place.

Regd. Office & Unit I : S. No. 79/2, Plot No. 7, Shivane, Pune - 411 003, Maharashtra, India  
Tel : +91-20-25272392 | [info@uni-techautomation.com](mailto:info@uni-techautomation.com) | [www.uni-techautomation.com](http://www.uni-techautomation.com)  
Unit II : Plot No. 4, 9, 13, 15, Gat No : 822 to 833, 834, 836, 837 to 843, 845 to 848, 849, Off Pune - Bangalore Highway,  
Pelshi Road, Shirwal, Taluka : Khandola, Dist : Solapur - 412 801

CN U 2 1 9 1 9 1 N 2 1 0 0 6 P T C 0 2 2 2 7 1 1







**UNI-TECH**

Automation Pvt. Ltd.

Evolve. Aspire. Unleash.

10. You will observe strict secrecy in respect of all the Company matters and will execute an Agreement with the Company in this regard at the time of joining the Company.
11. You will be required to carry out any assignment given to you by the Management from time to time.
12. Your services are liable to be terminated immediately if the Management finds that you have indulged in any action which is detrimental to the interest of the Company.
13. During the employment with us, you will devote your whole time and attention to your duties to promote the interests of the organization. You will not, without our prior written permission, carry on any full time or part time business or get engaged in full or part time service.
14. You will keep us informed of any changes in your residential address and in your civil status.
15. Your employment with us is subject to your physical, medical, mental and social fitness at all times. You will have to undergo periodical medical examinations and tests as directed by the company.
16. You will abide by all the rules and regulations that are applicable to the employees and those which may be made applicable in the future.


If you are agreeable to the above terms and conditions, please return the duplicate copy of this letter duly signed by you confirming your acceptance.

A line of reply from you intimating us of the date when it will be possible for you to start employment would be highly appreciated. It is hoped that this communication from you is received by us early since it is possible to keep the offer open only up to **24.08.2021**.

We welcome you to our Organization and look forward to a pleasant and fruitful relationship between you and the Company.

Yours Faithfully,

For UNI-TECH Automation Pvt Ltd.

  
Jitendra N Sonar  
General Manager-HR & Admin



"I accept the above  
Terms and Conditions"

Regd. Office & Unit I : S. No. 79/2, Plot No. 7, Shivane, Pune : 411 023 Maharashtra, India  
Tel : +91-20-25292392 | info@uni-techautomation.com | www.uni-techautomation.com

Unit II : Plot No. 4,9,13,15, Gat No : 822 to 833, 834,836,837 to 843,845 to 848,849, Off Pune - Banglore Highway,  
Palshi Road, Shirwal, Taluka : Khandala, Dist.: Satara - 412 801

CIN U29299PN2006PTC022271



# JOB OFFER DOCUMENT

for

**APARNA SURESHGIR GOSAVI**

7498483051

aparnagosavi30@gmail.com

Salesforce Trainee



*Offer Valid till September 24, 2021*

*Offer Submitted on: 23rd September 2021*

*Offer Accepted on : September 23, 2021*



# Dazeworks Overview

With an expert team of certified Salesforce developers, admins, consultants, architects and MVPs, Dazeworks has completed global rollouts of Salesforce for leading companies worldwide. With over 180+ successful client engagements under our belt, we are one of most trusted and innovative Salesforce partners. We are focused on transforming businesses through the adoption of the Salesforce platform.



## WHY DAZEWORKS ?

A global footprint in the US, Canada, Europe, Middle East, Asia and Africa, We have Salesforce experts around the world.



# The Expert's Advantage

Dazeworks has 9 global office locations – two in India and in the US, Canada, UK, UAE, Sri Lanka and Africa. With over 100+ certified developers and 9 MVPs, Dazeworks has one among the largest number of MVPs together under one organizational umbrella.

We are committed to delivering world-class solutions to our customers. Our team of certified professionals has deep knowledge of the Salesforce platform and brings best practices and pre-built components from a number of successful customizations and implementations to deliver quality, proven and fast results.

**The MVP Advantage**  
Most among any Salesforce Partner

Aviral Agrawal  
Shivanath Devinarayanan  
Chamil Madusanka  
Paul Battisson  
Phil Walton  
Sharif Shaalan  
Tim Lockie  
Vinay Chaturvedi  
Angela Adams

## WHY DAZEWORKS ?



Our MVPs, architects and developers help you customize your Salesforce experience



We use a multi-layered approach to protect that key information, constantly improving our processes to meet the growing demands and challenges of security



Providing accurate information and reports are the life blood of our expert developers



Our Salesforce Ninjas configure native and extensive functionality to realize the optimal value of the solution





# Congrats!

On behalf of **Dazeworks Technologies Private Limited** (the "Company"), I am pleased to confirm our offer of employment to you as **Salesforce Trainee**. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You have made a favourable impression with everyone you interacted with and we are excited with the prospect of you joining our organization on **27th September 2021**. Your initial place of posting is **Kochi/Remote** and you will be reporting to **Mr. Vinay Chaturvedi**. You will have the privilege of working from home subject to your manager's approval. However, depending upon the requirement, the company can transfer you to any other location.

Your training period with us will be governed by the Terms and Conditions as detailed in Annexure and any and all rules, regulations, guidelines, policies, procedures, and practices of the Company, which may be amended from time to time. During your training period, you shall be provided with a stipend of **INR 10000** per month which shall be deposited into your bank account. Your Yearly CTC is **INR 120000**.

Your compensation details are confidential and you may discuss them only with the undersigned in case of any clarification. It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization.

We would like you to join the Company on **27th September 2021**. Please note that if you do not join us by the due date, the offer is withdrawn. At the time of joining, it is mandatory for you to submit the documents mentioned below:

- Copy of your passport
- Copy of the PAN card
- Copy of Aadhar Card
- Copy of educational certificates
- Last drawn payslip, if any
- Service certificates from the previous employer(s) and / relieving letter from last company, if applicable
- Form 16 from the last employer, if applicable
- Three colour passport photographs (Self)

(  
AG  
2021-09-23 11:56:41

Aparna Sureshgir Gosavi

September 23, 2021



# ANNEXURE A

Name: **Aparna Sureshgir Gosavi**

Designation: **Salesforce Trainee**

## **Compensation Break-up/CTC**

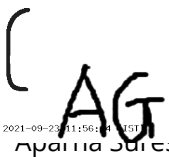
Your total compensation package is listed below, During your training period, you shall be provided with a stipend which shall be deposited into your bank account.

### *Compensation*

Description	Monthly	Months	Yearly
Stipend (Monthly)		12	INR120,000
Total			INR120,000

## TAX DEDUCTION

Your compensation above is subject to an income tax deduction (if any) per rules and guidelines prescribed under the prevailing tax laws.

  
Aparna Sureshgir Gosavi

September 23, 2021

# Annexure

## EMPLOYMENT TERMS AND CONDITIONS

### 1. Commencement and Terms of Employment

1. Your effective date of employment will be 27th September 2021 ("Effective Date").
2. You agree that you will at all times faithfully, industriously, and to the best of your skill, ability, experience and talents, perform all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with this Agreement, all company policies, procedures, rules and regulations, both written and oral, as are announced by the Company, from time to time. It is also understood and agreed to by you that your assignment, duties and responsibilities and reporting arrangements may be changed by the Company, in its sole discretion, without causing termination of this Agreement. This Agreement provides a summary of the main terms and conditions of your employment with the Company. Your attention is also drawn to the Company Policies and Procedures manual (collectively referred to as the "Handbook") which describe in further detail, various other employment practices, such as claiming and payment of business expenses, and policies such as those on Leave & Holidays, Sexual Harassment, Use of Technology and Health and Safety, with which the Company expects you to comply. A copy of the Handbook is available for your use from your manager/ HR Team. The Handbook is reviewed from time to time and any revisions published as amendments.
3. Probation Period: You shall be on probation for a period of 6 months ('Initial Probation Period') from the Effective Date of your employment with the Company. Notwithstanding anything contained herein, during your Initial Probation Period, the Company may terminate your employment with 5 (Five) days' notice, and with or without stating any reason whatsoever. Notwithstanding anything to the contrary contained herein, the Company may, in its sole discretion, at any time, extend this period of probation for an additional specified period (**'Extended Probation Period'**), upon notice to you. Your employment with the Company will be confirmed upon the satisfactory performance and completion of your total Probation Period (whether Initial or Extended), unless otherwise communicated to you by the Company.
4. The Company has accepted the candidate as the Employee and the employee shall be undergoing training for three years, the cost of which including other expenses will be borne by the Company and inconsideration, the Company will avail the benefits of training of the Employee and as such the Employee will diligently and efficiently serve the Company for a minimum period of three years and the salary of the employee. The Employee has agreed to complete the training diligently for the special period of three years which may be curtailed or extended by the Company. The employee agrees to complete the training period of 3 (three) years with a condition that in case the Employee will not complete the learning or quits the job before the specified period, the Company will be entitled to recover a sum of Rs. 1,50,000/- from the Employee.

## 2. Terms and Scope of Employment

- a. You will be employed in the position of **Salesforce Trainee**. Your initial duties and responsibilities will be briefed to you in the new employee orientation program or by your manager Mr. Vinay Chaturvedi.
- b. Your principal place of work as on **27th September 2021** shall be at Kochi/Remote, or at such other place as may be designated by the Company. You may be transferred, at the sole and absolute discretion of the Company, to any place in India or outside India, on terms and conditions not less favourable than those contained in this Agreement. You may be required to travel both inside and outside India on the business of the Company in the due performance of your duties, from time to time.
- c. The Company may also depute you to any work or assign you to any client, associate company, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom the Company may make any such arrangement or agreement. You will at all times need to keep your passport valid and current.
- d. This agreement will subsist throughout the service of the Employee with the Company and shall not be withdrawn for any reason whatsoever unless three calendar months' notice in writing is given of his/her intention to do so and till the expiry of the said notice period and without prejudice to whatever liability that he/she has incurred till the expiry of the notice period.
- e. The employee does hereby agrees and binds himself/herself to indemnify and to pay to the Company the specified amount of damages without any question or determination of its quantum. For further information, please contact [hr@dazeworks.com](mailto:hr@dazeworks.com)
- f. It is hereby agreed by the "Employee" and the 'Company' that all disputes relating to this agreement shall be referred for arbitration as per the Arbitration & Conciliation Act and the decision of the arbitrator shall be final and binding upon the parties.

## 3. Compensation

- a. Your stipend during the time of your training period is **INR 10000**.
- b. Upon the successful completion of your probation period, your compensation will be reviewed as per the company policy.
- c. Appraisal and Bonus: You shall be entitled to yearly appraisals and bonuses as per the company's policy. For further information, please contact [hr@dazeworks.com](mailto:hr@dazeworks.com)

## 4. Non-Compete Obligations

- a. Commitments & Dealings: You will not enter into any commitments or dealings on behalf of the Company, for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company, or those in authority over you.
  - b. The singularity of Service: You will not, without our previous written permission of the Company, carry on any business, or enter for any part of your time, in any capacity, the services of, or be employed by, any other firm, company or person. You will devote your whole time and attention to your duties to promote the interests of the Company.
1. You agree that, during the term of your engagement with the Company, and for a period of 24 months thereafter, you shall not directly or indirectly approach, solicit, or endeavour to entice away other employees from the Company, individually or on behalf of any other person, company, or entity. This includes the invitation of any director or employee of Dazeworks Technologies Pvt Ltd to join you or any other person, company, or entity as a partner, co-founder, employee, investor, or

- a. You agree that, during the term of your engagement with the Company, and for a period of 24 months thereafter, you shall not directly or indirectly approach, solicit, or endeavour to entice away other employees from the Company, individually or on behalf of any other person, company, or entity. This includes the invitation of any director or employee of Dazeworks Technologies Pvt Ltd to join you or any other person, company, or entity as a partner, co-founder, employee, investor, or otherwise.
  - b. For a period of 24 months after the cessation of your employment with the Company, you will not solicit from the Company, or perform for any Client/Customer (as that term is defined below), directly or indirectly, in any jurisdiction where the Company does business, any type of services that you performed while employed by the Company.
2. **Intellectual Property Rights Ownership** If during the course of your duties you make any discovery or invention or secret process or improvement in procedure or make any literary or artistic work or computer program relevant to, or capable of use in, the business of the Company then you must disclose all facts and details to the Company as it may require, and such discovery, invention, secret process, or improvement in procedure, literary or artistic work or computer program and all intellectual property rights relating thereto, shall belong to and be the absolute property of, the Company. At the request and expense of the Company, you shall give and supply all such information, data, drawings and assistance as may be necessary or in the opinion of the Company desirable to enable the Company to exploit the intellectual property to the best advantage (as decided by the company). You shall execute all documents and do all things which may, in the opinion of the Company, be necessary or desirable for obtaining patent or other protection for the intellectual property and for vesting the same in the Company, as the Company may direct. You also agree to execute any additional documents, subsequent to your employment with the Company, as may be necessary for the Company to perfect its title in the intellectual property.
3. **Data Protection** - You consent to the Company holding and processing, both electronically and manually, the data it collects in relation to you, in the course of your employment, for the purpose of the Company's administration and management of its employees, its business and for compliance with applicable procedures, laws and regulations. You also consent to the transfer, storage and processing by the Company of such data outside India, where the Company may have its offices, and to the sharing of such data with prospective buyers, acquirers and partners of the Company's business. You also agree that you will not be sharing any details personal or professional with anyone inside or outside the firm without prior written consent from the company.
4. **Confidentiality of salary information**
  - a. Your salary package is based on, besides your overall experience level in the industry, your educational qualifications and the experience and knowledge level assessed at the time of selection, particularly in the skill sets relevant. Therefore, the salary package offered to you is particular and personal to you. Any comparison of the same with the salary packages of other employees, based purely on the total experience level in the industry, maybe unrealistic, misleading and invidious.
  - b. You are required to strictly maintain the secrecy of and ensure that you don't divulge or communicate in any manner, any information regarding your remuneration/terms of employment, to any other employee of the Company, except Directors/Heads of the HR department of the Company.
  - c. In a similar way, when deputed to work/interact at the client site, you are expected not to discuss or disclose the same to any member of the client staff, in the interest of maintaining and promoting good and ethical functional business relations with our clients.

## 5. Severability:

1. This Agreement supersedes any prior or subsisting agreement, correspondence or arrangement, including but not limited to any service agreement or contract of employment (oral or otherwise), made between the company and you in relation to your employment and any such agreement(s) shall be deemed to have been terminated by mutual consent with effect from the Effective Date.

## 6. Termination of Employment

1. Notice of termination: Each party agrees to provide the other party with **Three Months** prior written notice for termination of employment or payment of three months' salary in lieu of notice of termination. Notwithstanding the above, in the event that you desire to terminate your employment with the Company, the Company shall have the sole discretion to relieve you only after the completion of a Company assignment, where the same has not yet been completed by you. Provided, however, that the Company may terminate your employment at any time without notice or payment in lieu of notice of such termination arises as to the result of your misconduct, negligence and/or breach and/or Global Code of Conduct. Notwithstanding other provisions of this Agreement, the procedures for termination of employment and any associated payment settlement will be subject to management's sole discretion.
2. In the event of termination, the Company shall not be obliged to make any payment to you save for, the amount of salary and benefits any remuneration (and payment in lieu of any un-availed leave, if applicable) actually accrued (on a pro-rata basis) up to and including the date of such termination. The Company shall be entitled to deduct from such payment, any sums owing to the Company from you, which deduction you expressly hereby consent and authorize. Termination of the Agreement (for breach of terms of employment) would be without prejudice to: (a) The Company's right to claim the actual damages it has suffered through the breach by you of any terms and conditions hereto; and (b) Any other relief to which the Company may be entitled under contract, law or equity.
3. In the event that you are incapacitated by ill health, accident or any other cause from performing your duties under this Agreement for a period of 60 working days or more (whether consecutive or not) in any continuous period of 12 months, the Company may terminate this Agreement by giving you one month's written notice (whether or not you remain incapacitated and unable to perform your duties under this Agreement), provided that you shall receive all benefits lawfully due to you under this Agreement calculated up to the date of termination of employment.
4. Upon the termination or cessation of your employment with the Company for any cause whatsoever, you shall immediately deliver up to the Company or its authorized representative, any property or documents of the Company which may be in your possession, custody or under your control, including, without limitation, mobile phone, laptop, memoranda, correspondence, notes, records, reports, sketches, plans, letterheads, visiting cards or other documents and any copies or reproductions thereof in any medium whatsoever, and all other confidential information, whether or not the property was originally supplied to you by the Company. If so requested, you shall provide to the Company a signed statement confirming that you have fully complied with this Clause.
5. in case the Employee does not complete the learning or quits the training period before the specified period (3 years), the Company will be entitled to recover a sum of Rs. 1,50,000/- from the Employee.



6. Breach of agreement: The company reserves the right to withhold the relieving letters/ experience letter and other supporting documents. The employee understands that the company shall provide the appropriate reasons during the employee's background verification. The company take legal action against the employee if this agreement is found to be breached.
7. Without prejudice to any other right available under law, the Company reserves the right to make reasonable deductions from your full and final salary payment or any other amount due to you, in the event you fail to return all the property of the Company which is in your possession, or return it in a damaged state, other than due to normal wear and tear.

# Signature

This offer letter, together with the Annexures described herein, supersedes all other previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Company or its affiliates.

This offer of employment is subject to satisfactory reference checks and verification of documents. During the reference check, if any information provided by you in the Application Form/Interview is found to be incorrect/false, the Company reserves the right to withdraw this offer without further notice.

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

Congratulations & Warm Regards, For Dazeworks Technologies Pvt Ltd,

  
2021-09-23 10:15:11 (151)

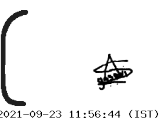
Sivasree Devinarayanan

hr@dazeworks.com

September 23, 2021

## ACCEPTANCE:

I, Aparna Sureshgir Gosavi have read and understood the terms and conditions of the employment offer, and do hereby agree and accept the same. I will join the Company on **27th September 2021**

  
2021-09-23 11:56:44 (151)

Aparna Sureshgir Gosavi

aparnagosavi30@gmail.com

# Onboarding NDA

As a Chief of Staff for Dazeworks Technologies Pvt Ltd ("Dazeworks"), a company incorporated in Office No 2, Wing 2, 4th Floor, "Jyothirmaya" IT Building, Infopark, Kochi Phase 2 SEZ Kakkanad Kerala India 682030, (GSTIN 32AAFCD4231N1ZR), and in consideration of the compensation now and hereafter paid to Aparna Sureshgir Gosavi, ("recipient"), the recipient will devote the best efforts to furthering the best interests of Dazeworks Technologies Pvt Ltd. Recipient agrees not to engage in activities that

1. Conflicts with Dazeworks Technologies Pvt Ltd business interests, including without limitation, any business activities not contemplated by this agreement
2. Occupies the recipient's attention so as to interfere with the proper and efficient performance of the recipient's duties at Dazeworks Technologies Pvt Ltd
3. Interferes with the independent exercise of the recipient's judgment in Dazeworks Technologies Pvt Ltd best interests.

As used herein, Dazeworks Technologies Pvt Ltd business means the development, marketing and support of software and services for business and professional use including operation systems, application program, cloud technology, Internet-related websites or e-commerce solutions as well as books and hardware for the microcomputer and Internet marketplace.

1. **Definition of Confidential Information.** "Confidential Information" means
  1. any technical and non-technical information related to a party's business and current, future and proposed products and services of each of the parties, including for example and without limitation, each party's respective information concerning research, development, design details and specifications, financial information, procurement requirements, engineering and manufacturing information, technologies and technical information, customers, partners, suppliers, investors, business forecasts, budgets, sales information, pricing, client details, marketing plans, services of Dazeworks Technologies Pvt Ltd along with all information privy to Consultant about Dazeworks Technologies Pvt Ltd.
  2. any information a party has received from others that may be made known to the other party and which a party is obligated to treat as confidential or proprietary
  3. all analyses, compilations, studies, copies, reproductions or other documents or records pertaining to Confidential Information whether prepared by a party or its respective representatives. Failure to mark any Confidential Information as confidential will not affect its status as part of the Confidential Information hereunder.

2. **Recognition of Absolute ownership.** That the recipient does hereby recognise and admit that Dazeworks Technologies Pvt Ltd is the absolute, unrestricted and exclusive owner of the confidential or proprietary technical, financial, marketing, manufacturing, distribution, or other technical or business information or trade secrets of Dazeworks Technologies Pvt Ltd, including without limitation, concepts, techniques, processes, methods, systems, designs, clients, cost data, computer programs, formulae, development or experimental work, work in progress, customers and suppliers as well as software for business and professional use application programs, operating systems, internet websites or e-commerce solutions, books, hardware and information for the marketplace used by the recipient in the course of consultant services with Dazeworks Technologies Pvt Ltd

The recipient agrees that the recipient shall not in any manner whatsoever, represent and/or claim to have any interest by way of ownership, assignment or otherwise in the same.

In this agreement, all confidential and/or proprietary information belonging to and/or in possession of Dazeworks Technologies Pvt Ltd, which is received, accessed, and/or used by the recipient during the course of the recipient's consultant services with Dazeworks Technologies Pvt Ltd, shall include without limitation, such information received from Dazeworks Technologies Pvt Ltd, its customers and/or any entity in which Dazeworks Technologies Pvt Ltd holds or controls more than 50% of the equity stock thereof and/or is entitled to vote for the election of directors.

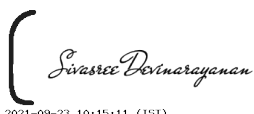
3. **Non-Disclosure.** At all times, during the recipient's consultant services and thereafter, the recipient will not disclose to anyone outside Dazeworks Technologies Pvt Ltd nor use for any purpose other than the recipient's work for Dazeworks Technologies Pvt Ltd
  1. Any confidential or proprietary technical, financial, marketing, manufacturing, distribution or other technical or business information or trade secrets of Dazeworks Technologies Pvt Ltd, including without limitation, concepts, techniques, processes, methods, systems, designs, circuits, cost data, computer programs, formulae, development or experimental work, work-in-progress, customers and suppliers
  2. Any information Dazeworks Technologies Pvt Ltd has received from others which Dazeworks Technologies Pvt Ltd is obligated to treat as confidential or proprietary
  3. Any confidential or proprietary information which is circulated within Dazeworks Technologies Pvt Ltd via its internal electronic mail system, intranet or otherwise. The recipient agrees to not disclose any confidential or proprietary information to anyone inside Dazeworks Technologies Pvt Ltd except on a "need-to-know" basis. If the recipient has any questions as to what comprises such confidential or proprietary information or trade secrets, as to whom, if anyone inside Dazeworks Technologies Pvt Ltd, it may be disclosed, the recipient will consult with the supervising authority at Dazeworks Technologies Pvt Ltd in writing regarding the same.
4. **Assignment of inventions.** The recipient agrees to assign exclusively to Dazeworks Technologies Pvt Ltd all right, title and interest in and to any all inventions, discoveries, designs, developments, improvements, copyrightable material, and trade secrets (collectively herein "Inventions") that the recipient solely or jointly may conceive, write, encode, develop, or reduce to practice during the period of time the recipient is in the employment of Dazeworks Technologies Pvt Ltd. The recipient will make prompt and full disclosure to Dazeworks Technologies Pvt Ltd of any inventions, and if for any reason the assignment pursuant to this clause is not effective, will hold all such inventions in trust for the sole benefit of Dazeworks Technologies Pvt Ltd. The recipient agrees to waive and quitclaim to Dazeworks Technologies Pvt Ltd, any and all claims of any nature whatsoever that the recipient now or hereafter may have for infringement of any patent resulting from any patent applications for any inventions so assigned to Dazeworks Technologies Pvt Ltd.
  1. The recipient's obligation to assign shall not apply to any invention about which the recipient can prove that:

2. it was developed entirely on the recipient's own time; no equipment, supplies, facilities, services or trade secret of Dazeworks Technologies Pvt Ltd were used in its development;
  3. it does not relate directly to the business of Dazeworks Technologies Pvt Ltd to the actual or demonstrably anticipated research or development of Dazeworks Technologies Pvt Ltd
  4. it does not result from any work performed by the recipient for Dazeworks Technologies Pvt Ltd.
5. **Application for Copyright and Patents.** The recipient will execute any proper oath or verify any proper document in connection with carrying out the terms of this agreement. If, because of mental or physical incapacity or for any other reason whatsoever, Dazeworks Technologies Pvt Ltd is unable to secure signature to apply for or to pursue any application for any Indian or foreign patent or copyright covering inventions assigned to Dazeworks Technologies Pvt Ltd as stated above, the recipient irrevocably designates and appoints Dazeworks Technologies Pvt Ltd and its duly authorized officers and agents as agent and attorney in fact, to act for the recipient and in the recipient's behalf and stead, to execute and file any prosecution and issuance of Indian and foreign patents and copyrights thereon with the same legal force and effect as if executed by the recipient will testify at Dazeworks Technologies Pvt Ltd request in any interference, litigation or other legal proceedings that may arise during or after the services with Dazeworks Technologies Pvt Ltd
6. **Third-party information.** The recipient recognizes that Dazeworks Technologies Pvt Ltd has received and will receive confidential or proprietary information from its customers as well as third parties subject to a duty on Dazeworks Technologies Pvt Ltd part to maintain the confidentiality of such information and to use it only for a certain limited purpose. During the term of recipient's Consultation and thereafter, the recipient will not disclose such confidential or proprietary information to anyone except as necessary in carrying out the recipient's work in Dazeworks Technologies Pvt Ltd and consistent with Dazeworks Technologies Pvt Ltd agreement with such customers or third party. The recipient will not use such information for the benefit of anyone other than Dazeworks Technologies Pvt Ltd or such third party, or in any manner inconsistent with any agreement between Dazeworks Technologies Pvt Ltd and such third party of which the recipient is made aware.
7. **Injunctive Relief.** A breach by Recipient of this Agreement will cause irreparable and continuing damage to Dazeworks Technologies Pvt Ltd for which money damages are insufficient, and Dazeworks Technologies Pvt Ltd shall be entitled to injunctive relief and/or a decree for specific performance, and other relief as may be proper (including money damages if appropriate), without the need to post a bond.
8. **Prior Employer Information.** During the recipient's services at Dazeworks Technologies Pvt Ltd, the recipient will not use improperly or disclose any confidential or proprietary information or trade secrets of former or current employers, principals, partners, co-ventures, clients, customers or suppliers of the vendors or customers of such persons or entities or their vendor or customers and will not bring onto the premises of Dazeworks Technologies Pvt Ltd, any unpublished document or any property belonging to any such persons or entities or their vendors or customers unless such persons or entities have given their consent. The recipient will not violate any non-disclosure or proprietary rights agreement the recipient might have signed in connection with any such person or entity.
9. **Presumption of a breach.** In the event of the possession, access and or use of the confidential or proprietary technical, financial, marketing, manufacturing, distribution or other technical or business information or trade secrets of Dazeworks Technologies Pvt Ltd, including without limitation, concepts, technique's processes, methods, system's, designs, clients, cost data, computer programs, formulae, development or experimental work, work-in-progress, customers and suppliers as well as software for business and professional use, application programs by any other third party with whom the recipient may have a nexus, it shall be presumed, unless proved to the contrary, that such information has so come to the possession of the third party on account of breach of this agreement



10. **Term of employment.** The recipient acknowledges that Consultation will be of indefinite duration and that either Dazeworks Technologies Pvt Ltd or the recipient will be free to terminate this relationship at will and at any time with or without cause and in accordance with the Professional Consultation Agreement signed by the recipient with Dazeworks Technologies Pvt Ltd on 27th September 2021. The recipient also acknowledges that any representations to the contrary are unauthorized and void unless contained in the said professional consultant agreement and or work order and NDA signed by an officer of Dazeworks Technologies Pvt Ltd
11. **Non-solicitation.** While in the agreement of services with Dazeworks Technologies Pvt Ltd and for a period of 2 years from the termination of the recipient's agreement, the recipient will not induce or attempt to influence directly or indirectly, any employee at Dazeworks Technologies Pvt Ltd to terminate his employment with Dazeworks Technologies Pvt Ltd or to work for the recipient or any other person or entity.
12. **Personal property.** The recipient agrees that Dazeworks Technologies Pvt Ltd will not be responsible for loss, disappearance, or damage to personal property on Dazeworks Technologies Pvt Ltd premises, or if applicable, on residential premises subsidized by Dazeworks Technologies Pvt Ltd (including apartments or temporary housing). The recipient agrees to release, discharge and hold Dazeworks Technologies Pvt Ltd harmless from any and all claims relating to the loss of, disappearance, or damage to such personal property
13. **Ownership and Return of Confidential Information and Other Materials.** All of Dazeworks Technologies Pvt Ltd's Confidential Information, and any Derivatives (defined below) thereof, whether created by Dazeworks Technologies Pvt Ltd or Recipient, are the property of Dazeworks Technologies Pvt Ltd and no license or other rights to Dazeworks Technologies Pvt Ltd's Confidential Information or Derivatives is granted or implied hereby. For purposes of this Agreement, "Derivatives" shall mean: (a) for copyrightable or copyrighted material, any translation, abridgement, revision or other forms in which an existing work may be recast, transformed or adapted; (b) for patentable or patented material, any improvement thereon; and (c) for material that is protected by trade secret, any new material derived from the existing trade secret material, including new material which may be protected under copyright, patent and/or trade secret laws. Recipient hereby does and agrees to irrevocably assign to Dazeworks Technologies Pvt Ltd all of Recipient's rights, title in interest and interest in and to the Derivatives. All materials (including, without limitation, documents, drawings, papers, diskettes, tapes, models, apparatus, sketches, designs and lists) furnished by Dazeworks Technologies Pvt Ltd to Recipient (whether or not they contain or disclose Dazeworks Technologies Pvt Ltd's Confidential Information) are the property of the Dazeworks Technologies Pvt Ltd. Within five (5) days after any request by Dazeworks Technologies Pvt Ltd, Recipient shall destroy or deliver to Dazeworks Technologies Pvt Ltd, at Dazeworks Technologies Pvt Ltd's option, (a) all Dazeworks Technologies Pvt Ltd-furnished materials and (b) all materials in Recipient's possession or control (even if not Dazeworks Technologies Pvt Ltd furnished) that contain or disclose any of the Dazeworks Technologies Pvt Ltd's Confidential Information. The recipient will provide Dazeworks Technologies Pvt Ltd a written certification of Recipient's compliance with Recipient's obligations under this Section
14. **Equitable relief.** The Recipient acknowledges that any violation by the recipient under this agreement, and/or any obligation of like nature, will cause irreparable injury to Dazeworks Technologies Pvt Ltd, and Dazeworks Technologies Pvt Ltd shall be entitled to extraordinary relief in any court in India, including, but not limited to, temporary restraining orders, preliminary injunctions, and permanent injunctions, without the necessity of posting bond or security.
15. **Notices.** Any notice required or permitted by this Agreement shall be in writing and shall be delivered as follows, with notice deemed given as indicated: (a) by personal delivery, when delivered personally; (b) by overnight courier, upon written verification of receipt; (c) by electronic or facsimile transmission, upon acknowledgement of receipt of such transmission; or (d) by certified or registered mail, return receipt requested, upon verification of receipt. Notice shall be sent to the addresses set forth above or to such other address as either party may provide in writing.

17. **Waiver; Modification.** If a party waives any term, provision or a party's breach of this Agreement, such waiver shall not be effective unless it is in writing and signed by the party against whom such waiver is asserted. No waiver by a party of a breach of this Agreement by the other party shall constitute a waiver of any other or subsequent breach by such other party. This Agreement may be modified only if authorized representatives of both parties consent in writing.
18. **Attorney fees.** If court proceedings are required to enforce any provision of this agreement, the prevailing party shall be entitled to an award of reasonable and necessary expenses of litigation, including reasonable attorney fees and court fees.
19. **Entire Agreement.** The recipient agrees that this agreement shall be governed for all purposes by the laws of India and that venue for any action arising out of this agreement shall be the courts of India. If any provision of this agreement shall be declared excessively broad, it shall be construed so as to afford Dazeworks Technologies Pvt Ltd the maximum protection permissible by law. If any provision of this agreement is void or is so declared, such provision shall be severed from this agreement, which shall otherwise remain in full force and effect. This agreement sets forth the entire agreement of the parties as to the subject matter hereof and any representations, promises, or conditions in connection therewith not in writing and signed by both parties shall not be binding upon either party, the terms and conditions of this Agreement shall survive termination of services.

  
2021-09-23 10:15:11 (IST)

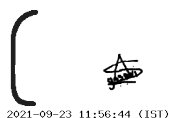
Sivasree Devinarayanan

hr@dazeworks.com

September 23, 2021 10:14 AM

ACCEPTANCE:

I, Aparna Sureshgir Gosavi have read and understood the terms and conditions of the Non-disclosure Agreement, and do hereby agree and accept the same. I will join the Company on **27th September 2021**

  
2021-09-23 11:56:44 (IST)

Aparna Sureshgir Gosavi

aparnagosavi30@gmail.com



April 1, 2022

HRD/3T/1002974838/22-23

Mr. Arbaz Raju Kagadi  
21A, Rukmini Nagar, Bhag 2,  
Near Vijay Provision Store, Near By Amadar Balasaheb Patil House,  
Karad-415110  
India

Ph: +91-8668253816

Dear Arbaz,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

**RICHARD LOBO**  
**EVP and Head Human Resources - Infosys Limited**

Signature Not Verified

Digitally signed by Richard Lobo  
Date: 2022.04.01 11:06:58 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com

HRD/1002974838/22-23

April 1, 2022

Mr. Arbaz Raju Kagadi  
21A, Rukmini Nagar, Bhag 2,  
Near Vijay Provision Store, Near By Amadar Balasaheb Patil House,  
Karad-415110  
India

Ph: +91-8668253816

Dear Arbaz,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer** .

Here are the terms and conditions of our offer:

### **Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ( "**Offer Letter**" hereinafter).

"**Affiliates**" means any entity that controls, is controlled by, or is under common control with the Company.

"**Company**" refers to Infosys Limited.

"**Control**" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

"**Training**" shall mean and include all the training that shall be imparted to you on joining the Company.

### **Joining**

Your scheduled date of joining the employment of the Company will be **14-Apr-2022**.

### **Location**

Your location for employment is **MYSORE, India** .

You may be asked to relocate to any of our units, departments or the offices of our Affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

## **Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company.

## **Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company` s pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:



- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate Training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

### **Leave**

You are entitled to earned Leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

## Compensation and Benefits

### Salary

Your total gross salary during the first six months from the date of joining will be **INR 25,000** per month and Total Gross Salary post successful completion of six months will be **INR 30,000** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure -I and Annexure - II.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

### Performance- linked Incentive

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

### Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I and Annexure - II of this letter. The mode of payment for Financial Year 2021 - 22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

### Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans.

### **National Pension Scheme**

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

### **Insurance**

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 500,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

### **Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

### **Notice Period**

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three month's notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

## Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

## Other Terms and Conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys. You will be required to produce all marks sheets and other relevant documents at the time of joining.

You will produce all marks sheets and other relevant documents. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company`s discretion.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet `Sparsh`. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

**RICHARD LOBO**  
**EVP and Head Human Resources - Infosys Limited**

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Sign your name

\_\_\_\_\_  
Print your full Name

\_\_\_\_\_  
Location

Signature Not Verified

Digitally signed by Richard Lobo  
Date: 2022.04.01 11:06:58 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com



**ANNEXURE - I**  
(Compensation during the first six months from the Date of Joining)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)				
NAME	Mr. Arbaz Raju Kagadi			
ROLE	Systems Engineer			
ROLE DESIGNATION	Systems Engineer Trainee			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)				150
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				

**ANNEXURE - II**  
(Compensation post successful completion of six months)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	<b>Mr. Arbaz Raju Kagadi</b>
ROLE	<b>Systems Engineer</b>
ROLE DESIGNATION	<b>Systems Engineer Trainee</b>
<b>1. MONTHLY COMPONENTS</b>	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>

<b>2. ANNUAL COMPONENT</b>	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

<b>3. RETIRAL BENEFITS</b>	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary*	722
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>25,000</b>

<b>4. INCENTIVE COMPONENTS</b>	<b>At an indicative Payout of 5%</b>	<b>At indicative Payout of 10%</b>	<b>At indicative Payout of 20%</b>
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	1,250	2,500	5,000
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>	<b>26,250</b>		
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>	<b>27,500</b>		
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>	<b>30,000</b>		

<b>OTHER BENEFITS</b>				
<b>Scheme</b>	<b>Eligible Amount In INR</b>	<b>Interest</b>	<b>Monthly Instalments</b>	<b>Margin Money (To be borne by the employee)</b>
<b>SALARY LOAN (subject to submission of Trainee Agreement)</b>	12000 (without security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

\*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act

CN092131822

Model Contract of Apprenticeship Training for Major/Minor\* Apprentices

1. Name and Registered Address of Establishment : Finolex J-Power Systems Pvt. Ltd. (E11202700038)
- with Telephone no. & E-mail address : Shirwal , Pune, PunePune, Maharashtra
- : 093-71198249
- : N/A
2. (a) Name of Apprentice (Block Letters) : DIGVIJAY CHANDRAKANT BHARGUDE (A0921217230)
- (b) Father's/Mother's /Spouse's Name : Chandrakant
3. Address of apprentice : At/Post.Shirval, Tq.Khandala, Dist.satara,  
Maharashtra-412801, satara, Satara, Maharashtra
4. Gender : Male
5. Date of Birth : 27-07-1999
6. (a) Whether belongs to SC/ST/OBC/PwD/ Minority : Yes
- (b) Name of the Category : Obc
7. Educational Qualification (Highest) : Graduate - BE
8. (a) Category of Apprenticeship : Optional
- (b) Name of the trade for which Apprentice is training : Machine Shop Supervisor
9. (a) Whether Basic Training is to be provided as part of Apprenticeship : No
- (b) If Basic Training is exempt - reason for exemption
- (i) Name of the Course : Graduate
- (ii) Duration of Training/Course : N/A
- (iii) Name of the Institute : Zeal College of Engineering Pune
- (iv) Name of the Sector Skill Council (if applicable) : N/A
10. Apprenticeship Training duration (Total) : 5650 Hours
- (a) Duration of Basic Training : N/A
- Period of Basic Training : N/A
- (b) Duration of On-the-Job Training : 5650 Hours
- Period of On-the-Job Training : From 20-09-2021 to 26-06-2024
- (c) Training Type : Sequential
11. Apprenticeship Training Location : Shirval,Pune
- (a) Name and address of facility where Basic Training is to be provided : N/A
- (b) Name and address of the facility where On-the-Job Training is to be provided : Finolex J-Power Systems Pvt. Ltd.  
Shirval,Pune  
Pune  
Maharashtra
12. (a) Date of execution of contract : 17-09-2021
- (b) Age of Apprentice on the date of execution of contract : 22 years, 1 months and 21 days
13. Is the establishment opting for benefits under NAPS\*? : Yes
- \*If yes, Annexure 2 to this contract will also be applicable.





## Cognizant Offer Letter

Inbox



HumanResources-In@... 23 Nov

to me ▾



Dear Dipalee Tatyaba Sodanavar,

Warm greetings from Cognizant!

Congratulations and welcome to the Cognizant family. We are delighted to offer you a role with Cognizant (details in the attached offer letter) and the offer role is the foundation for a rewarding career with Cognizant. Our holistic Learning and Development programs will groom you further for an enriching and exciting career with us.

Attached offer letter includes important details about your compensation, benefits, and terms and conditions of your employment. While you read through the offer, we would like you to make a note of the following:

- a. This offer is based on internal parity and the overall structure in Cognizant.
- b. Cognizant incentive schemes are the best in the industry.



**22-Nov-2021**

**Dear Mayuri Vikas Pawar,**  
B.E., Electrical Engineering  
Zeal College of Engineering and Research, Narhe

**Candidate ID – 18969503**

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:

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

based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

### 3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

### 3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

### 3.3 GenC Training Post joining:

a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2Cognizant.cognizant.com>

Yours sincerely,

**For Cognizant Technology Solutions India Pvt. Ltd.**



Maya Sreekumar

**Vice President – Human Resources**

I have read the offer, understood and accept the above mentioned terms and conditions.

**Signature:**

**Date:**



### Compensation and Benefits

**Name:** Mayuri Vikas Pawar **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	<b>Annual Gross Compensation</b>		<b>359,988</b>
	Incentive Indication (per annum)**		22,500
	<b>Annual Total Compensation</b>		<b>382,488</b>
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	<b>Annual Total Remuneration</b>		<b>401,988</b>

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

#### Leave & Vacation:

- From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy

**Provident Fund Wages:**

- For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".
- Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

**Employees State Insurance:**

- Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
- Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
- ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

\* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

\*\* **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

\*\*\***Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965.

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

## Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_ between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Mayuri Vikas Pawar, 23, residing at \_\_\_\_\_ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

### 1. Duties and Responsibilities

- a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
- b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
- c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

### 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's

systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

#### **4. Confidentiality**

- a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
- c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
- f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### **5. Data Protection**

By signing below,

- a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

#### **6. Work Schedule**

- a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
- b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.
- c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per

any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## **7. Background Check**

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

## **8. Compliance with Company Policies**

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

## **9. Non-Compete and Non-Solicit Restrictions**

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

## **10. Representations and Warranties**

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;

c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

## **11. Indemnity**

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

## **12. Business Engagement, Learning and Development and Project Deployment**

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

## **13. Unauthorized Absence**

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

## **14. Retirement**

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

## **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations



- Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

## 16. Deputation, Assignment and Transfer

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

## 17. Survival

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

## 18. Dispute Resolution and Governing law

The Parties shall 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. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

## 19. General

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

**Cognizant Technology Solutions India Private Limited    Mayuri Vikas Pawar**

Sign: \_\_\_\_\_  
Name:

Sign: \_\_\_\_\_  
Name:



---

## Wipro Campus Update\_LOI

1 message

---

**Campus HR Team** <wipro+email+2nbpy-98e63fba40@talent.icims.com> Fri, 19 Nov, 2021 at 10:45 am  
Reply to: Campus HR Team <wipro+email+2nbpy-98e63fba40@talent.icims.com>  
To: muskanpardeshi288@gmail.com

November 19, 2021

Dear Muskan Pardeshi ,  
Resume Number - 21098711

Based on our discussions with you, we would like to inform you of our intent to offer you the role of **Project Engineer** which will be in Career Band **TRB-II** of the organization.

The salary stack for this role is detailed below. Do reach out to us should you have any clarifications.

<b>COMPONENT</b>	<b>AMOUNT (INR)</b>
Basic	11,670
HRA	5,835
Bonus	2,334
Wipro Benefits Plan (WBP)	4,849
<b>Total Fixed Cash</b>	<b>24,688</b>
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
<b>Total Fixed Compensation</b>	<b>27,108</b>
<b>Other Compensation Benefits</b>	
Health benefit (Medical)	600
<b>Variable Pay</b>	
Target Variable Pay	1,459
<b>Target Cost to Company per month</b>	<b>29,167</b>
<b>Total Cost to Company per annum</b>	<b>3,50,004</b>

Kindly note this letter of intent shall be followed by a letter of appointment from us.

Please confirm your interest to receive offer of appointment by clicking on this link [Click to Complete](#) and accepting the contents of this communication within 15 calendar days. Your confirmation of interest is a precondition to the issuance of offer of appointment.

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:

---

<b>Year</b>	<b>Bonus</b>
End of 6 months	25000
End of 18 months	25,000 – 75,000
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:

1. The special bonus is subject to

- you being "active" in the services of the company through to retention date as applicable
- your employment has not been terminated for poor performance or for cause prior to retention date
- you have not resigned voluntarily or abandoned your job as of the retention date

2. 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.

3. 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

4. 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

5. 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.

6. You shall keep the contents of this letter confidential

**Note: The above shall be applicable from your joining date with Wipro.**

**Your's Sincerely,  
For Wipro Limited**



**Aparna Shailen  
General Manager - Human Resources**

---

This message was sent to [muskanpardeshi288@gmail.com](mailto:muskanpardeshi288@gmail.com). If you don't want to receive these emails from this company in the future, please go to:

<https://wipro.icims.com/icims2/?r=C96821098711&contactId=14655416>



March 10, 2022

HRD/3T/1003881518/21-22

Ms. Pranita Kale  
D/O Ramesh Kale N 11,B 46/2,  
Hudco ,T V Senter Road,  
Auragabad-431001  
India

Ph: +91-7875079206

Dear Pranita,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

**RICHARD LOBO**  
**EVP and Head Human Resources - Infosys Limited**

Signature Not Verified

Digitally signed by Richard Lobo  
Date: 2022.03.10 21:00:28 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com

HRD/1003881518/21-22

March 10, 2022

Ms. Pranita Kale  
D/O Ramesh Kale N 11,B 46/2,  
Hudco ,T V Senter Road,  
Auragabad-431001  
India

Ph: +91-7875079206

Dear Pranita,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer** .

Here are the terms and conditions of our offer:

### **Definition**

The following terms shall have the following meanings for the purpose of this Offer of Employment ( "**Offer Letter**" hereinafter).

"**Affiliates**" means any entity that controls, is controlled by, or is under common control with the Company.

"**Company**" refers to Infosys Limited.

"**Control**" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise.

"**Training**" shall mean and include all the training that shall be imparted to you on joining the Company.

### **Joining**

Your scheduled date of joining the employment of the Company will be **24-Mar-2022**.

### **Location**

Your location for employment is **MYSORE, India** .

You may be asked to relocate to any of our units, departments or the offices of our Affiliates and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

## **Training**

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company.

## **Terms and Conditions during Training**

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company` s pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:



- a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;
- b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate Training or any other purpose during the Probation period.
- c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

Please be advised that you, by accepting this Offer Letter, hereby give your irrevocable consent to the above.

### **Probation and Confirmation**

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

### **Leave**

You are entitled to earned Leave, right from your date of joining. You will be eligible for 15 (Fifteen) working days of earned leave annually, for the first two years of your tenure with the Company. On completion of two years of service, subject to your confirmation as a permanent employee you will be eligible for 20 (Twenty) working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

### **Increments and Promotions**

Your growth and increase in salary will depend solely on your performance and contribution to the Company. Salary increases are normally given on an annual basis.

### **Transfer**

Your services can be transferred to any of our units / departments situated anywhere in India or abroad. At such time compensation applicable to a specific location will be payable to you.

## Compensation and Benefits

### Salary

Your total gross salary during the first six months from the date of joining will be **INR 25,000** per month and Total Gross Salary post successful completion of six months will be **INR 30,000** per month. The break-up of your salary has been provided in the Compensation Details sheet in Annexure -I and Annexure - II.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

### Performance- linked Incentive

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

### Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I and Annexure - II of this letter. The mode of payment for Financial Year 2021 - 22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

### Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans.

### **National Pension Scheme**

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

### **Insurance**

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 500,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

### **Passport & Driving License**

It would be to your advantage to have a valid passport and a four-wheeler driving license at the time of joining the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

### **Notice Period**

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three month's notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

## Background Checks

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

## Other Terms and Conditions

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys. You will be required to produce all marks sheets and other relevant documents at the time of joining.

You will produce all marks sheets and other relevant documents. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company`s discretion.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet `Sparsh`. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.

As a token of your acceptance of this offer, please bring a duly signed duplicate copies of the letter and all the accompanying annexures, on the date of joining.

We welcome you to the Infosys family and wish you a rewarding career over the years to come.

Yours sincerely,

**RICHARD LOBO**  
**EVP and Head Human Resources - Infosys Limited**

I have read, understood and agree to the terms and conditions as set forth in this offer letter.

Date: \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Sign your name

\_\_\_\_\_  
Print your full Name

\_\_\_\_\_  
Location

Signature Not Verified

Digitally signed by Richard Lobo  
Date: 2022.03.10 21:00:28 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com

**ANNEXURE - I**  
(Compensation during the first six months from the Date of Joining)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)				
NAME	<b>Ms. Pranita Kale</b>			
ROLE	<b>Systems Engineer</b>			
ROLE DESIGNATION	<b>Systems Engineer Trainee</b>			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)				150
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				



**ANNEXURE - II**  
(Compensation post successful completion of six months)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	<b>Ms. Pranita Kale</b>
ROLE	<b>Systems Engineer</b>
ROLE DESIGNATION	<b>Systems Engineer Trainee</b>
<b>1. MONTHLY COMPONENTS</b>	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>

<b>2. ANNUAL COMPONENT</b>	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

<b>3. RETIRAL BENEFITS</b>	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary*	722
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>25,000</b>

<b>4. INCENTIVE COMPONENTS</b>	<b>At an indicative Payout of 5%</b>	<b>At indicative Payout of 10%</b>	<b>At indicative Payout of 20%</b>
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	1,250	2,500	5,000
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>	<b>26,250</b>		
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>	<b>27,500</b>		
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>	<b>30,000</b>		

<b>OTHER BENEFITS</b>				
<b>Scheme</b>	<b>Eligible Amount In INR</b>	<b>Interest</b>	<b>Monthly Instalments</b>	<b>Margin Money (To be borne by the employee)</b>
<b>SALARY LOAN (subject to submission of Trainee Agreement)</b>	12000 (without security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

\*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act



# ELECTRICA ENGINEERS (INDIA) PVT. LTD.

H.O. : Shed No. W-316, Rabale Block, M.I.D.C. Industrial Area, T.T.C. Ghansoli-Post, Navi Mumbai - 400 701. (INDIA)  
Telephone : +91-22-2760 6670, Tele Fax : 91-22-2760 6680, Website : [www.electricalindia.com](http://www.electricalindia.com)

CIN: U31900MH2004PTC144011

## Offer Letter

Date: 28<sup>th</sup> June 2021

Dear Ms.Punam Subhash Khandekar

This has reference to your Telephonic interview you had with us, for the post of **Trainee**. You will be required to work at Electrica Engineers India Pvt Ltd. Address: Gat No 57-1. Village Bebedohal, Near TATA Maval Foundry, Tal-Maval, Pune-410506 Maharashtra India.

You will also be required to work in any shift, department or section as directed by the management from time to time.

We are pleased to offer you the following terms:



- Designation** : Graduate Trainee Engineer  
**Date of Joining** : On or before 02<sup>nd</sup> July, 2021  
**Stipend** : Rs.15000 (During Training period)  
**Training Period** : One year  
**Probation Period** : 6 months after satisfactory completion of training period.  
**Leave** : No Leaves applicable during training period.


You are liable to give notice of one month if you decide to resign and management also will give a month notice or salary in lieu of Notice.

Please sign the second copy of this letter for your acceptance of the above terms.

Thank you,

For, Electrica Engineers India Pvt Ltd.

  
Ritesh Pardeshi  
Manager-HR & Admin  


  
I accept the above mentioned terms.

(Punam S. Khandekar)  
29/06/2021



Works : Gat No. 57 - 1, Part Village Bebedohal, Taluka - Maval, Talegaon, Dabhade, Pune - Maharashtra - 410 506. (INDIA)  
Tel. : 02114 - 237726, Fax : 02114 - 237727 • Website : [www.electricalindia.com](http://www.electricalindia.com) • E-mail : [enquiry@electricalindia.com](mailto:enquiry@electricalindia.com)



# वीज मंडळ शिकाऊ उमेदवार स्वयंरोजगार, सहकारी सेवा संस्था मर्या., सातारा.

नोंदणी क्रमांक : एम.ए.टी./जी.एन.एल./एस./११५/०४-०५ सन २००५ दि. १७/६/२००५  
गव्हर्नमेंट विद्युत ठेकेदार परवाना नं. : ठे.क्रं. ३४२५४

PAN No. AAAJV0500G  
Email :- Veejmandalsatara7@gmail.com

MSEDCL, Vendor No. 100004196  
GST No.: 27AAAJV0500G1ZH

कार्यालयीन पत्ता :- कपिला पार्क अपार्टमेंट शॉप नं. ३, सुमित्राराजे उद्यान जवळ, सदरबझार, सातारा.

जा.क्र. १७

दिनांक : ०१.०६.२०२१

चेअरमन  
श्री. सोमनाथ हं. गोडसे  
९८६०५५५३३

व्हा. चेअरमन  
श्री. संतोष अ. कुंभार

सचिव  
वाई व्यवस्थापक  
श्री. विजय द. पवार  
९७६६६९७८९८

विद्युत पर्यवेक्षक  
श्री. व्ही.व्ही. सुर्यवंशी

कराड, व्यवस्थापक  
श्री. शैलेंद्र ता. सावंत

सातारा व्यवस्थापक  
श्री. निलेश अ. रसाळ

फलटण व्यवस्थापक  
श्री. सतिश शं. जाधव

वडुज व्यवस्थापक  
श्री. सतिश श. फडतरे

प्रति,  
मा.कार्यकारी अभियंतासो,  
म.रा.वि.कंपनी मर्या.,  
विभाग वडुज-

म.रा.वि.वि.कं.मर्या.  
वि.का.वडुज  
आ.क्र. - ३२१४  
दि. - ३ JUN 2021

विषय :- बाहयस्त्रोत कर्मचारी हजर करणेबाबत.

संदर्भ :-अअ/साम/मास/टी -04 /21-22 /NO 3126 दि.25.05.21.

महोदय,

वरील विषयास अनुसरून आमच्या संस्थेचे वडुज विभागात बाहयस्त्रोत कर्मचारी पुरविण्याचे काम मिळाले असून वडुज विभागीय कार्यालया अंतर्गत ऐनाच्या वडुज औंध दहिवडी उपविभागामध्ये बाहयस्त्रोत कर्मचारी खालील प्रमाणे दि.०१/०६/२०२१ पासून हजर करत आहोत.

तरी सदर बाहयस्त्रोत कर्मचारी यांना हजर करून घ्यावे  
हि विनंती.

आपला विश्वासू,

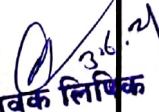
  
Chairman  
Veej Mandal Shikau Umedwar  
S. S. S. Ltd. Satara

प्रत,

१. मा.उपकार्यकारी अभियंतासो उपविभाग वडुज, औंध, दहिवडी

२. मा.सहाय्यक अभियंतासो वडुज शहर, वडुज ग्रामीण

निमसोड, मायणी, कातरखटाव, औंध, पुसेसावळी, देवापुर, मलवडी शाखा.

  
आवेक लिपिक  
म.रा.वि.वि.कं.मर्या. वडुज विभाग



**VEEJ MANDAL SHIKAU UMEDWAR SWAYAM ROJGAR SAH.SEVA SANSTHA LTD.SATARA**

No.	MEMBER_NAME	Div	SECTION	MOBILE.NO	ADHAR NO	DATE OF BIRTH	UAN	ESIC No
1	VIKAS BALKRUSHNA CHAUDHARI	VADUJ	FILTER UNIT	9021898123	879328675171	06-11-1982	100405632025	3310101048
2	PRAKAS SHANKAR PAWAR	VADUJ	FILTER UNIT	9921512193	496953250950	12-01-1977	101443613879	3310100971
3	RAMESH SOPAN PAWAR	VADUJ	FILTER UNIT	9922643530	984142789006	03-06-1973	101199035831	3310097946
4	JAGDISH MARUTI MAHAMUNI	VADUJ	FILTER UNIT	9850820639	464135971677	02-04-1974	100170158433	3310101070
5	SUDARSHAN SHIVAJI MALI	VADUJ	VADUJ R	8007725184	868530021448	06-05-1990	101193285654	3309270262
6	ABHIJIT HANUMANT POL	VADUJ	VADUJ R	9730396966	901602469822	10-06-1989	101193477253	3309270221
7	SAMPAT RAMCHANDRA PHADATARE	VADUJ	VADUJ R	9623279043	849456808279	30-12-1990	101203887651	3309270403
8	VIJAY RAJARAM PHADATARE	VADUJ	VADUJ R	9158413375	329103024038	28-03-1990	101324035943	3309878407
9	VIKRAM BALASO BHUJBAL	VADUJ	VADUJ R	8530961534	828336510967	24-09-1993	101177907705	3309277900
10	JUBERKHAN HAMJUDDIN KHOT	VADUJ	VADUJ R	9146429623	516509067683	10-11-1999	101563690519	3311676995
11	SWAPNIL SHIVAJI KUMBHAR	VADUJ	VADUJ R	7385844206	966331280722	13-08-1988	101203887679	3312285873
12	BHARAT GAJANAN PAWAR	VADUJ	Mandave s/s	9665144221	679874398824	13-06-1989	100110948677	3310100468
13	PRANIT PRAKASH PALKAR	VADUJ	VADUJ U	7057522722	332126965862	29-07-1993	101432624993	3310778922
14	RAVSAHEB TANAJI SALUNKHE	VADUJ	VADUJ U	9765163281	753435232745	01-01-1973	101193477276	3309270030
15	KISHOR PARSHURAM SALUNKHE	VADUJ	VADUJ U	9145179072	406676197009	03-05-1991	101443613822	3310837484
16	UMESH VASANT INGALE	VADUJ	VADUJ U	9765021183	257225029015	10-03-1986	100869897088	3310097509
17	AVINASH ASHOK NIMBALKAR	VADUJ	VADUJ U	8637714048	741970142445	13-01-1990	101193285677	3309270100
18	TUSHAR NARAYAN KADAM	VADUJ	VADUJ U	9527600991	927850223366	28-05-1994	101193285727	3310176028
19	RAJENDRA SHRIKANT INAMDAR	VADUJ	VADUJ U	9158588066	503041400945	25-07-1983	101193477295	3309271808
20	VIJAY GANPAT JAYKAR	VADUJ	VADUJ S/S	9096944816	327840891682	14-08-1994	101177320943	3309357614
21	AMOL VITTHAL GAIKWAD	VADUJ	VADUJ S/S	9923951125	349482387691	29-10-1995	101260805549	3310857320
22	MALHARI POPAT KHADE	VADUJ	K.KHATAV	9011584700	857028394575	10-01-1981	100865655158	3310100943
23	SURAJ SHANKAR GURAV	VADUJ	K.KHATAV	9158472479	776563948005	11-11-1993	101193285704	3309271828
24	RUPESH SANJAY INGVALE	VADUJ	K.KHATAV	7038981608	794557052887	22-05-1994	101193477305	3309271841
25	PRADIP JALINDAR KHANDE	VADUJ	K.KHATAV	8605827574	553169812313	30-08-1997	101373566878	3311956454
26	SUNIL UTTAM PAWAR	VADUJ	K.KHATAV	9545891766	276334588520	01-01-1981	100371086203	3310101095
27	AJAY MANIK TUPE	VADUJ	K.KHATAV	7558301671	961304508558	08-07-1994	101152661762	3308748615
28	GANESH CHANDRAKANT WAGHMARE	VADUJ	K.KHATAV	8805446112	424302703976	14-06-2000	101563690526	3311677025
29	NANASAHEB HARIBA SANAP	VADUJ	K.KHATAV S/S	9623913846	876801713879	10-05-1989	100249104525	3310762840
30	PRASHANT DADASO GAIKWAD	VADUJ	K.KHATAV S/S	8308610680	405784611227	31-01-1995	101193286031	3309271764
31	DIPAK ANKUSH KSHIRSAGAR	VADUJ	NIMSOD	9096643085	556185301776	03-03-1981	100858699108	3310095581
32	KAKASO EKNATH MANE	VADUJ	NIMSOD	9881447346	236791549877	16-02-1980	100860589219	3310098069
33	RAMACHANDRA BAHIRU JADHAV	VADUJ	NIMSOD	9730966484	306687095199	09-05-1993	101468013566	3310815384
34	AKSHAY GORAKH INGALE	VADUJ	NIMSOD	9834789033	637713009806	10-11-1997	101193285620	3309271453
35	BAJARANG SARJIAO MANE	VADUJ	NIMSOD	9730305165	221893221533	19-06-1991	101193477230	3309271187
36	YUVRAJ ASHOK JADHAV	VADUJ	NIMSOD	9665157894	521360785806	21-05-1994	101193477248	3309271296
37	AKASH GORAKH CHAVAN	VADUJ	NIMSOD	9423773784	388209466361	06-03-1993	101193285649	3309271514
38	VIKRANT VIJAY JADHAV	VADUJ	NIMSOD	9168079365	481880590380	18-03-2000	101467175355	3310975913
39	KIRAN JAGANNATH WAYDANDE	VADUJ	NIMSOD	9359592695	266988689104	27-09-1992	101462647492	3311000132
40	VAIBHAV BALASA JAUNJALE	VADUJ	NIMSOD	7757940715	656436130653	15-07-1997	101554803535	3311603087
41	ASHOK VILAS YEWALE	VADUJ	NIMSOD S/S	8007989363	249135145764	06-02-1994	101491857033	3311138565
42	JAYDIP JANARDAN TADASARE	VADUJ	NIMSOD S/S	9529549592	982748591773	30-09-1982	101189502162	3312072879
43	SAMIR CHANDRAKANT KHILARE	VADUJ	NIMSOD S/S	9673208140	759421316667	07-12-1992	101193286054	3309271058
44	ARJUN VILAS PAWAR	VADUJ	MAYANI	8805638453	824384871870	01-12-1973	101193285696	3309270484
45	AMOL POPAT AUTADE	VADUJ	MAYANI	9637070305	487508124881	06-02-1992	101193477282	3309270575
46	TATYABA NIVRUTTI GHADAGE	VADUJ	MAYANI	8698024592	849966757914	04-06-1973	101228905131	3309270640
47	SURAJ SHRIRANG SHINDE	VADUJ	MAYANI	9823323502	672612944779	21-12-1994	101236634462	3309270873
48	PRATAP LAXMAN GHADAGE	VADUJ	MAYANI	9623261101	481837337205	05-05-1978	101228906551	3309270926
49	AKSHAY NANDAKUMAR GAIKWAD	VADUJ	MAYANI	8698332283	246644046082	06-12-1997	101354002615	3310091391
50	DNYANESHWAR MARUTI SANAP	VADUJ	MAYANI	7391812397	970349054222	25-05-1995	101210227215	3309270998
51	LAXMAN JALINDAR GHADAGE	VADUJ	MAYANI	7776805850	650343876026	06-03-1998	101443613851	3310838961
52	BHAGWAN SHRIPATI DESHMUKH	VADUJ	MAYANI	9922921561	314885421865	12-07-1982	101599042387	3311984158
53	PRASHANT MOHAN VANNE	VADUJ	VIKHALE S/S	8805855083	404084594651	27-12-1995	101193286065	3309270512
54	MAYUR BALGANDHARV KHILARI	VADUJ	VIKHALE S/S	9766245577	976074250272	30.11.1998	101563826950	3312437630
55	ARJUN TATYASO YALAMAR	VADUJ	VIKHALE S/S	9359018686	377870961534	29.08.1999	101608895879	3312072686
56	BAJARANG BANDOBA DAWARI	VADUJ	DHONDEWADI S/S	9096058741	690792849007	07-01-1975	100105550324	3310100426
57	SANTOSH LAXMAN MALI	VADUJ	DHONDEWADI S/S	9049878109	910864963178	10-07-1995	101250031763	3309358141
58	VIKAS VILAS PAWAR	VADUJ	AUNDH	9552333898	697597083329	12-07-1989	100869931090	3310098255
59	PAVAN VISHWAS HAJARE	VADUJ	AUNDH	9561924223	808627786591	10-10-1993	101193286012	3309277747
60	AMIT EKANATH KADAM	VADUJ	AUNDH	9511216108	353609888981	08-01-1998	101228905112	3309277962
61	VIKAS BHARAT JAGATAP	VADUJ	AUNDH	9850348521	653681310777	16-11-1998	101228905108	3309277946
62	AJAY POPAT MANE	VADUJ	AUNDH	7410593631	717787491450	07-09-1995	101260805531	3309429456
63	RUSHIKESH RANDIP GHARGE	VADUJ	AUNDH	9146319560	667757030208	11-12-1997	101442454817	3310778378
64	SATYAVAN SURESH MALAVE	VADUJ	AUNDH	9623041651	857956940841	15-09-1996	101250031744	3309360048
65	RUSHIKESH RAVINDRA NAYAR	VADUJ	KOKARALE S/S	9561748982	333426033678	03-10-1995	101563690535	3311677050
66	SANKET BHAGWAN LOKHANDE	VADUJ	KOKARALE S/S	9156591432	202266986756	08-04-1992	101336869923	3309992141



69	CHANDRAKANT RAMCHANDRA MANE	VADUJ	KOKARALE S/S	9881649175	655323378261	07-01-1984	101336869934	3309992369
70	YOGESH VITTHALRAO BHOSALE	VADUJ	GOPUD S/S	9595580349	947396744163	18-05-1990	100415742619	3310097562
71	SACHIN DIGAMBAR MALAVE	VADUJ	PUSHESAWALI	7385084288	842482756222	12-09-1991	101193285988	3309277994
72	SHIVAJI DINKAR GHARGE	VADUJ	PUSHESAWALI	9922683489	677030904727	04-09-1971	101193285770	3309277042
73	KARN BAJARANG CHAVAN	VADUJ	PUSHESAWALI	9833119162	636450591147	01-07-1983	101193286008	3309277527
74	VIJAY NANDAKUMAR JADHAV	VADUJ	PUSHESAWALI	9697987875	927297022515	16-11-1996	101203887646	3309278031
75	KRUSHNAT DNYANDEV DESHMUKH	VADUJ	PUSHESAWALI	9657560906	459644409501	04-04-1989	101236634539	3309277641
76	SACHIN BALKRISHNA KUMBHAR	VADUJ	PUSHESAWALI	7559294453	482673148650	01-09-1991	101236634525	3309277693
77	PRASHANT TANAJI KADAM	VADUJ	PUSHESAWALI	9594083517	821660607176	10.02.1995	101590337129	3311897866
78	MAHAMAD SHABBIR NADAF	VADUJ	PUSHESAWALI S/S	9049675063	522392569219	28.01.1997	101291689975	3312072722
79	DADA SATU DADAS	VADUJ	MALAWADI	9763238542	384684837977	18-06-1991	101441980968	3309272548
80	NITIN ANANDRAO KHARAT	VADUJ	MALAWADI	9763244564	946922730960	23-06-1988	101592303564	3311879536
81	PANDHARINATH MARUTI MANE	VADUJ	MALAWADI	9921454485	915340677986	06-01-1969	101206987222	3309272592
82	RAMCHANDRA SURYAKANT KADAM	VADUJ	MALAWADI	9970753633	400091157718	23-10-1980	101206989379	3309272616
83	RAGHUNATH VASANTH GORAD	VADUJ	DEWAPUR	9766404987	274544922047	01-01-1980	101206987205	3309272693
84	DNYANESHWAR AGANU KALEL	VADUJ	DEWAPUR	8600926312	605275922309	06-01-1984	101206989426	3309275036
85	NAVNATH MARUTI KALEL	VADUJ	DEWAPUR	7757826229	450531252782	05-11-1991	101450000723	3310839091
86	MAHADEV NAMDEV YADAV	VADUJ	DEWAPUR	8600808122	746620685532	20-05-1991	101450000734	3309275264
87	PRASHANT BABAN KHANDEKAR	VADUJ	DEWAPUR	9561327314	420600981738	06-02-1998	101250143612	3309360198
88	VIKRAM MAHADEV NALAWADE	VADUJ	DEWAPUR	9970691462	909678546631	20.11.1992	101636438831	3312306599
89	BHARAT BHIMRAO MISAL	VADUJ	SHENAWADI S/S	9021785844	772415684747	29-06-1993	101189502115	3310975859
90	RAHUL SUKHADEV AUNDHAKAR	VADUJ	SHENAWADI S/S	7387232389	785742012556	15.02.1998	101649511067	3312437690
91	GANESH CHANDRAKANT KARANDE	VADUJ	SHENAWADI S/S	7058441206	793612874426	23.06.2002		
92	YOGESH JAYSING ARKAD	VADUJ	AUNDH S/D	7756040790	867586872713	23.07.1980	100940334949	3310105392
93	RAVINDRA KUNDALIK PATIL	VADUJ	AUNDH S/D	9850929143	202621530716	27.12.1980	100854182425	3310101125
94	SADHANA NITIN RAUT	VADUJ	VADUJ S/D	8698878598	226240442124	28.01.1982	101441980934	3310105843

  
**Chairman**  
**Vadgaon Mandal Shiksha Umedwar**  
**S. S. S. Ltd. Satara**



## TCS Offer Letter Inbox



TCS Recruitment - Entry L... 12:02 am  
to me ▾



Dear **Sangram Patil**,

Congratulations! We are delighted to inform you that you have been successfully completed our initial selection process. We are pleased to share the TCS Offer Letter with you.

Your Offer Letter is available to in your NextStep account.

Follow the instructions given below to accept your Offer Letter:

1. Connect to the internet and click on the link:  
<https://nextstep.tcs.com>.
2. Login to the system using your Login Credentials.
3. To accept the offer letter, click on Offer Letter.
4. Click on **I Accept** button to accept the offer
5. Once you accept the offer letter, you can download the same.

We will be in touch with you to keep you abreast of the latest happenings at TCS.

Looking forward to hearing from you soon!

For any query, please contact 1800-209-3111(toll free) /  
[ilp.support@tcs.com](mailto:ilp.support@tcs.com)

Warm Regards,  
Talent Acquisition Group  
TATA Consultancy Services

TCS NextStep (<https://nextstep.tcs.com>) can also be accessed from Android and iPhone.

=====

Notice: The information contained in this e-mail message and/or attachments to it may contain



To,  
Sayli Sanjay Kamble,  
17-Sep-2021  
Pune

**SUB: OFFER OF EMPLOYMENT**

Dear Sayli Sanjay Kamble,

We are pleased to offer you employment with CompuCom-CSI Systems India Private Limited for the position of **Service Desk Tech I**. In addition to confirming the Offer, this letter sets out the terms and conditions of your employment.

**Terms and Conditions of Offer:**

<b>Position</b>	Service Desk Tech I
<b>Level</b>	Level 1
<b>Location</b>	Full Time at Pune (initially)
<b>Probation Period</b>	90 Days
<b>Notice Period</b>	90 Days
<b>Work Hours</b>	9 hours (Rotational or Fixed timings, depending on business requirements)
<b>Latest Joining Date</b>	20-Sep-2021

During your employment, you will be covered under the local employment legislation in India. On joining, you will be required to complete all the joining formalities and sign the employment agreement and the Employee Non-Disclosure Agreement. The employment agreement will incorporate the terms set out below:

**Salary and Benefits:**

<b>Total Annual Compensation</b>	Rs. 350000
<b>Variable Component</b>	10%

Please refer to the Annexure I for detailed salary components.

Company has different Business Units and you may be transferred within or across Business Units or across other locations of the Company based on the requirement of Company.

During your employment with the Company, you shall be subject to, and have to abide by, the rules and regulations stipulated by the Company. The Company may, at its discretion, modify, from time to time, the rules and regulations, as it deems fit, without notice.



# CompuCom®

We will be required to conduct pre-employment background and reference checks as a condition to the offer of employment to you and this offer is subject to successful clearance of these checks.

You will be working out of **Level 2, Building 4C (SEZ) The Manjri Stud Farm Pvt. Ltd. (SP-Infocity) Sr. No 209, Pune-Saswad Road, Phursungi, Pune – 412308**, this is subject to change based on the organization's requirement.

**You will be required to report for duties virtually on 20-Sep-2021 at 11.00 AM, failing which; this Employment Letter shall stand withdrawn automatically, without any further intimation to you.**

On your day of joining, the on boarding team (dl-951-punehr@compucom.com) will connect with you virtually for completing your Joining formalities and Induction. In case of any onboarding related queries, you may contact the HR coordinator 02067247888 / 02068111800

You will be required to submit all documents (Annexure – II) **seven** calendar days before the date of joining mentioned in this offer letter, failing which; this Employment Letter shall stand withdrawn automatically, without any further intimation to you.

The formal appointment letter will be issued after we receive your acceptance and once you join the Organization.

We welcome you to the CompuCom family and wish you a successful career with us.

Sincerely,

**For CompuCom CSI Systems India Pvt. Ltd.**



**Sushma Paul**

**Senior Director- HR, CompuCom India**



**Regd. Office:** 13<sup>th</sup> Floor, Towe B, EON Free Zone II (SEZ), Survey No. 72, Hissa No. 2/1, Kharadi, Pune – 411 014  
Level 2, Building 4C (SEZ), The Manjri Stud Farm Pvt. Ltd. (SP Infocity), Sr. No 209, Pune-Saswad Road, Phursungi,  
Pune – 412 308

www.CompuCom.com • +91 20 6724 7888

CIN: U72200PN2010PTC135998

Salary Annexure I	
Name:	Sayli Sanjay Kamble
Title:	Service Desk Tech I
Role:	Level 1

Total Cost to Company (per annum)	350000
Total Fixed Pay (per annum)	315000
Total Variable/Statutory Bonus (per annum)	35000
Total Performance Pay (per annum)	0
<b>Components of Salary</b>	<b>Rs. (per annum)</b>
Basic pay	94500
HRA	37800
Conveyance	19200
Self-Development Allowance	0
Leave Travel Allowance	0
Medical Allowance	0
Employer's contribution to Provident Fund (12% of Basic)	11340
Skill Development Allowance	152160
Supervision Allowance	0
Management Allowance	0
Personal Pay	0

**Additional Benefits:** In addition to the above, you will also be eligible for the below-mentioned benefits:

**Total Variable Pay:** Maximum amount based on 100% performance, payable **Monthly**. However, the actual pay-out will depend upon your individual performance and the Company's performance. You must be actively employed by CompuCom on the date of payment to be eligible for the Performance Incentive. You will be provided the plan describing the calculation of your variable pay. That plan and the Performance Incentive amount will be subject to change based future changes made by the Company and changes in your role/level. The amount of performance incentive is inclusive of Statutory Bonus to the extent payable under the Payment of Bonus Act, 1965, if applicable to you. Any variable payments would be subject to a tax deduction as per the Income Tax Act.



## Documents Submission Annexure – II

### Documents required at the time of joining (2 set of all Documents)

1. Certificates of all educational qualifications (High School onwards) with mark sheets.
2. Experience certificates from previous employers (to be submitted on or before date of joining).
3. Release order from current employer.
4. Salary slips or proof thereof from current employer.
5. Last three months' salary slips from current employer.
6. Cancelled cheque/ Bank Statement or proof thereof for the account details (already mentioned in the (E) Application form).
7. Five Nos. recent passport size colored photographs with white background.
8. Permanent Account Number (PAN)
9. Form 16 from current employer
10. Address Proof
11. Father's Name
12. Spouse's Name
13. Marital Status
14. Date of birth
15. UAN Number allotted at previous establishment
16. Date of leaving of previous establishment
17. Epf Number
18. Pension Fund Number
19. Aadhar Number





Randstad :: Offer :: NVidia ::



Documents Inbox



**Anish A Gautam** Yesterday

to bcc: me ^



From Anish A Gautam • anish.gautam@randstad.in

Bcc shrilekhakulkarni99@gmail.com

Date 28 Oct 2021, 6:20 pm



Standard encryption (TLS).

[See security details](#)

Dear Candidate,

We are pleased to inform you that you have been selected for the Nvidia project with Randstad. Please share the following details immediately to proceed with the Offer Letter:

- 1) Send a scanned copy of your Degree Certificate and Permanent Address Proof to initiate your Background Verification

# EKIN Techprudent Pvt. Ltd.



**Operation Site** Plot No.1, Gat No.1205,  
: Sonwane wasti Road,  
Chikhali,Pune-411062

**Registered Office :** 203, Saykar Paradise,  
Baner, Pune-411045

Tel. +91-8766964743  
E-mail info@ekin.co.in  
URL www.eKin.co.in

GSTIN 27AAECE5614M1ZF  
CIN U31900PN2017PTC169336

**Date: 26th July 2021**

## Offer Letter

To,  
Vaibhav Pokharkar,  
Pune

Dear Mr Vaibhav Pokharkar,

We have the pleasure of including you in the highly dynamic team of this rapidly growing firm. You will join the organization as GET in Projects Department. Your posting will be for Pune. Job requirements may need you to be posted at any other location as per company requirement.

You will be paid gross salary of Rs.13,000/- per month.

Your employment with us will be governed by the Terms & Conditions as per company policies. In the event of separation from the company, you/company will give written notice / resignation, with a notice period of 60 working days.

We congratulate you on your appointment and wish you a long and successful career with us. We are confident that your contribution will take us further in our journey towards becoming leaders in our sector. We assure you of our support for your professional development and growth.

HR Manager  
EKIN TECHPRUDENT PVT LTD



26<sup>th</sup> July '2021 Pune

HRD/3T/1003517375/21-22

February 16, 2022

Ms. Vaishnavi Anil Tilekar  
Sr.No.65, Taljai Nagar,  
Padmavati,  
Pune-411009  
India

Ph: +91-8149129425

Dear Vaishnavi,

Welcome to Infosys!

Today, the corporate landscape is dynamic and the world ahead is full of possibilities! None of the amazing things we do at Infosys would be possible without an equally amazing culture, the environment where ideas can flourish and where you are empowered to move forward as far as your ideas will take you.

At Infosys, we assure that your career will never stand still, we will inspire you to build what's next and we will navigate further, together. Our journey of learnability, values and trusted relationships with our clients continue to be the cornerstones of our organization and these values are upheld only because of our people.

We look forward to working with you and wish you success in your career with us.

Warm regards,

**RICHARD LOBO**  
**EVP and Head Human Resources - Infosys Limited**

Signature Not Verified

Digitally signed by Richard Lobo  
Date: 2022.02.16 19:14:46 IST  
Reason: Digitally Signed  
Location: Bangalore

INFOSYS LIMITED  
CIN: L85110KA1981PLC013115  
44, Infosys Avenue  
Electronics City, Hosur Road  
Bangalore 560 100, India  
T 91 80 2852 0261  
F 91 80 2852 0362  
askus@infosys.com  
www.infosys.com

HRD/1003517375/21-22

February 16, 2022

Ms. Vaishnavi Anil Tilekar  
Sr.No.65, Taljai Nagar,  
Padmavati,  
Pune-411009  
India

Ph: +91-8149129425

Dear Vaishnavi,

Congratulations! We are delighted to make you an offer as **Systems Engineer Trainee** and your role is **Systems Engineer** .

Here are the terms and conditions of our offer:

### **Joining**

Your scheduled date of employment with us will be **28-Feb-2022**.

### **Location**

Your location of training is **MYSORE, India** . The location of posting ("work location") would be communicated to you upon successful completion of training. You may be asked to relocate to any of our units, departments or the offices of our affiliates\* and/or the offices of our customers, depending on business requirements. In such an event, your remuneration and other benefits shall be determined in accordance with the relevant Policies of the Company in that work location."

Please be advised that you, by accepting this offer, hereby give your irrevocable consent to the above.

*\* For the purpose of this agreement, "affiliate" means any entity that controls, is controlled by, or is under common control with the First Party. For purposes of this Agreement, "control" means possessing, directly or indirectly, the power to direct or cause the direction of the management, policies or operations of an entity, whether through ownership of voting securities, by contract or otherwise."*

### **Training**

The training program will consist of classroom/virtual training and on-the-job training. The duration of the classroom/virtual training will be based on the business requirement. Your continued employment with the Company is subject to your meeting the qualifying criteria till the end of the training and successful completion of the training.



## **Probation and Confirmation**

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

## **Leave**

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually, during probation. On confirmation as a permanent employee you will be eligible for 20 working days of leave annually.

Leave is credited on a quarterly basis. The leave eligibility shall begin in the quarter of your joining the Company, on a pro-rata basis. Leave year is the calendar year and not the fiscal year.

An illustration with other relevant information have been given in the Information Sheet. The Company's Policies also provide for Maternity, Paternity and Bereavement Leave. Further details will be provided to you at the time of joining.

## **Agreement**

Our offer to you as **Systems Engineer** is subject to the execution of the Service Agreement. The Service Agreement details the scope, terms and conditions of your employment, the necessary training and the contractual obligations towards Infosys from the date of your joining and up to a period of 12 months from the date of allocation to a Practice Unit. The date of allocation to a Practice Unit is generally the first day of the subsequent month post completion of training. You will be required to complete the formalities on the Service Agreement at the time of joining. Please note, non-execution of the notarized Service Agreement will result in denial of employment with the Company.

## **Compensation and Benefits**

### **Salary**

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

### **Training Performance - linked Incentive**

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

### **Ex - Gratia / Bonus**

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2021-22 will be as follows:

95% of the bonus amount mentioned in the Compensation Details sheet will be paid out on a monthly basis. The balance amount will be paid out in the end of the financial year.

### **Basket of Allowances (BOA)**

The Basket of Allowances will be paid to you as part of your salary every month.

You will have the flexibility of choosing the components and amounts under such components as per the options provided to you on the Company Intranet, based on your preferences and income tax plans

### **National Pension Scheme**

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

### **Insurance**

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 500,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250** .

The details of the Scheme would be available to you when you join the Company.

## **Notice Period**

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three month's notice or salary thereof in case you decide to leave our services, subject to the Company's discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months' notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

In the event you do not successfully complete your training, or you are involved in an act that constitutes misconduct, your training/employment can be terminated by the Company with immediate effect without notice.

## **Background Checks**

The Company may, at its discretion conduct background checks prior to or after your expected joining date to validate your identity, the address provided by you, your education details and details of your prior work experience if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. In this connection, you are required to furnish the documents listed in Offer Annexure for India.

If you fail to submit the necessary documents as required by the Company within the specified time period or if the Company is not satisfied, with the outcome of the background checks, the Company, in its sole discretion, reserves the right to withdraw this offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

When a background check raises any concerns regarding any of the details furnished by you and the Company feels the need to further validate such facts, the Company may at its sole discretion, ask you for further information, to substantiate the details that you have earlier provided to the Company, before initiating appropriate action.

Please note that Infosys requires you to furnish a copy of your passport at the time of joining. If you are unable to do so, the Company will initiate a criminal background check.

## **Other Terms and Conditions**

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Infosys. The consent may be given subject to any terms and conditions that the Company may think fit and may be withdrawn at any time at the discretion of the Company.

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified during the selection process. You should also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys. You will be required to produce all marks sheets and other relevant documents at the time of joining.

You will produce all marks sheets and other relevant documents. All these proofs will need to be submitted on the day of joining. Further, you should have been declared as passed by the relevant examination authority. The determination of the adequacy or authenticity of all or any of the proofs and any condonation of delay in submission of the same will be at the Company's discretion.

You hereby acknowledge and agree to abide by all internal Policies of the Company, which you will be able to access, upon joining, on the Intranet 'Sparsh'. These Policies cover various human resources and administrative topics and procedures. The Company reserves the right to change these Policies at any time in its absolute discretion.

Based on the nature of your work and business requirements, you may be required to work on rotational shifts. If you are required to work on rotational shifts, you will be duly intimated of the change in your shift timings. During rotational shifts, you will continue to be bound by the provisions of the working hour policy of the Company. If the rotational shifts require you to work night shifts, the policy on night shift allowance of the Company (if in force) will be made applicable to you.

You shall be required to sign certain mandatory agreements, including but not limited to the Confidentiality, Intellectual Property Rights, the Code of Business Conduct and Ethics and your employment shall be governed by all the rules and regulations, as amended from time to time, of the Company as applicable to your employment with us. This offer is also conditional upon your acceptance and execution of the Non-Compete Agreement (Annexure-III).

This offer of employment constitutes the entire agreement between you and the Company regarding the terms of your employment and it is the complete, final, and exclusive embodiment of your agreement with regard to this subject matter and supersedes any other promises, warranties, representations or agreements, whether written or oral. It is entered into without reliance on any promise or representation other than those expressly contained herein, and it cannot be modified or amended except in writing signed by an authorized officer of the Company.

If any of the terms or conditions of this offer are found to be illegal or unenforceable, such terms shall be treated as severable from the rest of the terms and conditions of this offer and the remaining terms and conditions shall continue in force.

This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Bangalore, India.



**ANNEXURE - I**  
(Compensation during the Training)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)				
NAME	<b>Ms. Vaishnavi Anil Tilekar</b>			
ROLE	<b>Systems Engineer</b>			
ROLE DESIGNATION	<b>Systems Engineer Trainee</b>			
<b>1. MONTHLY COMPONENTS</b>				
BASIC SALARY				15,000
BASKET OF ALLOWANCES				4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)				2,850
<b>MONTHLY GROSS SALARY</b>				<b>22,328</b>
<b>2. ANNUAL COMPONENT</b>				
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)				150
<b>3. RETIRAL BENEFITS</b>				
PROVIDENT FUND - 12% of Basic Salary				1,800
GRATUITY - 4.81% of Basic Salary*				722
<b>FIXED GROSS SALARY (1+2+3)</b>				<b>25,000</b>
<b>TOTAL GROSS SALARY</b>				<b>25,000</b>
<b>OTHER BENEFITS</b>				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
<b>SALARY LOAN</b> (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time				
*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act				

**ANNEXURE - II**  
(Compensation post Unit allocation)

<b>COMPENSATION DETAILS</b> (All figures in INR per month)	
NAME	<b>Ms. Vaishnavi Anil Tilekar</b>
ROLE	<b>Systems Engineer</b>
ROLE DESIGNATION	<b>Systems Engineer Trainee</b>
<b>1. MONTHLY COMPONENTS</b>	
BASIC SALARY	15,000
BASKET OF ALLOWANCES	4,478
BONUS / EX-GRATIA (95% of the eligible amount (20% of Basic Salary) being paid out on a monthly basis)	2,850
<b>MONTHLY GROSS SALARY</b>	<b>22,328</b>

<b>2. ANNUAL COMPONENT</b>	
BONUS / EX-GRATIA - (Balance 5% will be paid out in the end of the financial year after adjusting the advance (95%) paid out on a monthly basis)	150

<b>3. RETIRAL BENEFITS</b>	
PROVIDENT FUND - 12% of Basic Salary	1,800
GRATUITY - 4.81% of Basic Salary*	722
<b>FIXED GROSS SALARY (1+2+3)</b>	<b>25,000</b>

<b>4. INCENTIVE COMPONENTS</b>	<b>At an indicative Payout of 5%</b>	<b>At indicative Payout of 10%</b>	<b>At indicative Payout of 20%</b>
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	1,250	2,500	5,000
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 5% of FGS)</b>	<b>26,250</b>		
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 10% of FGS)</b>	<b>27,500</b>		
<b>TOTAL GROSS SALARY (Inclusive of the incentive Component at indicative payout 20% of FGS)</b>	<b>30,000</b>		

<b>OTHER BENEFITS</b>				
<b>Scheme</b>	<b>Eligible Amount In INR</b>	<b>Interest</b>	<b>Monthly Instalments</b>	<b>Margin Money (To be borne by the employee)</b>
<b>SALARY LOAN (subject to submission of Trainee Agreement)</b>	12000 (without security)	Nil	12	Nil

All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfilment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan / loan allowance policy at that time

\*The gratuity amount set out above is an approximation. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act





**22-Nov-2021**

**Dear Patil Vishranti Shivajirao,**  
B.E., Electrical  
Zeal College of Engineering and Research, Narhe

**Candidate ID – 18965096**

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:

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

based on the successful completion of same. In event of non-completion of the Internship or Continuous Skill Development program, Cognizant may at its sole discretion revoke this offer of employment.

### 3.1 Cognizant Internship:

a) Cognizant Internship is for approximately 3 to 6 months based on business skilling requirements. The performance during Internship would be monitored through formal evaluations and rewarded with monthly stipend. The stipend details would be notified upon your registration for Internship.

b) Interns are covered under Cognizant's calendar holidays and need to adhere with attendance requirements and pre-approvals are to be sought towards unavoidable leave or break requests from the program.

### 3.2 Continuous Skill Development (CSD) Program:

a) CSD program is offered through a platform based engagement model combined with integrated skill assessment and certifications as the CSD program completion criteria. Upon meeting the completion criteria of the CSD program, enrolled candidates would be eligible for a one-time Cognizant CSD rewards post joining Cognizant. The Cognizant CSD reward details would be provided after your enrollment into the program.

b) There would be zero tolerance to malpractices and misconduct during Internship and CSD engagement. Any such misconduct would lead to appropriate disciplinary action including the revocation of this employment offer. Cognizant reserves clauses regarding IT infrastructure, if applicable and access to information and material of Cognizant during the period and could modify or amend the Cognizant Internship and CSD program terms and conditions from time to time.

### 3.3 GenC Training Post joining:

a) Cognizant continues to invest in skill building of the entry-level talent and GenC training is a formal on-the-job training offered to trainees based on the business specific skilling needs. The terms and conditions of this training will be governed by Cognizant GenC program guidelines.

b) The Cognizant Internship or the Continuous Skill Development (CSD) completion may qualify as the entry criteria to the GenC training and is used as basis towards your allocation to projects/roles.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2Cognizant.cognizant.com>

Yours sincerely,

**For Cognizant Technology Solutions India Pvt. Ltd.**



Maya Sreekumar

**Vice President – Human Resources**

I have read the offer, understood and accept the above mentioned terms and conditions.

**Signature:**

**Date:**

### Compensation and Benefits

**Name:** Patil Vishranti Shivajirao      **Designation:** Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10500	126,000
2	HRA*	6300	75,600
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	7349	88,188
	<b>Annual Gross Compensation</b>		<b>359,988</b>
	Incentive Indication (per annum)**		22,500
	<b>Annual Total Compensation</b>		<b>382,488</b>
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	<b>Annual Total Remuneration</b>		<b>401,988</b>

As an associate you are also entitled to the following additional benefits:

- Floating Medical Insurance Coverage
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance
- Employees' Compensation Insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act

#### Leave & Vacation:

- From the Date of your Joining, you will be entitled with the below mentioned leaves as per your eligibility in line with the statutory requirements. You shall be entitled to avail the leaves only with prior approval from your Manager

Sl No	Category of Leave	No. of leave days
1	Earned Leave	18
2	Sick Leave	12
3	Casual Leave	6

- From date of joining, women associates will be entitled to maternity leave based on eligibility as specified in the Maternity Benefit Act
- In addition to the above, as per Cognizant policy, you are eligible for child adoption leave and paternity leave by adhering to the conditions as specified in the Cognizant India Leave policy

**Provident Fund Wages:**

- For the purpose of computing PF Wages to Provident Fund, Pension Fund & EDLI Scheme, PF Wages shall be Monthly Gross Salary as per Annexure A of this letter excluding "Advance Statutory Bonus" & "House Rent Allowance" will be considered. This does not include payments made through "Special Payout".
- Determination of PF Wages for the purpose of contribution: PF contribution shall be payable on the earned PF wages or PF wages as per this letter, whichever is lesser

**Employees State Insurance:**

- Eligibility to ESI shall be decided by deducting the Advanced Statutory Bonus, Employer PF & ESI contribution from the monthly Gross Compensation (AGC/12) as per Annexure A of this letter.
- Monthly ESI contribution will be computed on total remuneration paid to an Associate in a particular month which includes any recurring (or) adhoc special payouts during the month.
- ESI shall be continued till end of the contribution period (Apr to Sep & Oct to Mar), if the Associate contributes even for one month in the said contribution period.

\* **Flexible Benefit Plan:** Your compensation has been structured to ensure that you are adequately empowered to apportion components of your salary in a manner that suits you the best. This plan will enable you to

1. Choose from a bouquet of allowance or benefits
2. Redefine your salary structure within prescribed guidelines
3. Optimize your earnings

\*\* **Incentive Indication:** Incentive amount may be higher, lower, or nil as per the terms described herein. The incentive program is discretionary, subject to change, and based on individual and company performance. It is prorated to the duration spent with Cognizant India for the calendar year and will be paid to you only if you are active on Cognizant's payroll on the day of incentive payout.

\*\*\***Advance Statutory Bonus** is in line with the provisions of Payment of Bonus Act, 1965.

**Note:** Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

## Employment Agreement – Cognizant Technology Solutions India Private Limited

This Employment Agreement ("Agreement") is made effective as of \_\_\_\_\_ between:

Cognizant Technology Solutions India Private Limited, a company incorporated under the Companies Act, 1956 with its registered office at 5/535, Okkiam Thoraipakkam, Old Mahabalipuram Road, Chennai - 600096, Tamil Nadu, India; (hereinafter referred to as "Company" or "Cognizant" which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include its successors and assigns) of the ONE PART;

AND

Patil Vishranti Shivajirao, 22, residing at \_\_\_\_\_ (hereinafter referred to as "you", "your" or "yourself", which expression shall unless repugnant to the context or meaning thereof, be deemed to mean and include his/her heirs, executors and administrators) of the OTHER PART.

The Company and you are, wherever the context so requires, hereinafter collectively referred to as the "Parties" and individually as "Party".

RECITAL:

WHEREAS, you desire to be employed by the Company and the Company has made an employment offer ("Employment Offer Letter") to you and in pursuance thereof desires to employ you on the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions set forth herein, the Parties hereto mutually agree to the below mentioned terms and conditions governing your employment with Cognizant:

### 1. Duties and Responsibilities

- a. You agree that at all times during your employment with Cognizant, you will faithfully, industriously, and to the best of your skill, ability, experience and talent, perform any and all of the duties required of your position. In carrying out these duties and responsibilities, you shall comply with all policies, procedures, rules and regulations, both written and oral, as are announced or implemented by the Company from time to time, and shall honour and comply with all rules and statutory requirements under applicable law as amended from time to time, in letter and spirit.
- b. Your unprofessional behavior or misconduct in violation of Cognizant's Code of Business Ethics and/or other organizational policies shall entitle the Company to take appropriate disciplinary action(s) including termination of your employment.
- c. You shall, at all times, maintain satisfactory performance and upskill yourself in accordance with the business requirements of the Company. Unsatisfactory or poor performance shall entitle Company to take appropriate disciplinary action(s) including termination of your employment.

### 2. Place of Employment

You will be employed at any one of Cognizant's offices as per business requirement. The Company reserves the right to transfer you on a temporary or permanent basis to the other office locations, functions or departments within the Company and/or other affiliated entities and assign such other duties as may be deemed fit in the interest of the Company. The Company also reserves the right to require you to work remotely from time to time as per business needs or government mandate.

### 3. No Alternate Employment, No Conflict, Etc.

During your employment with the Company, you shall not, without the Company's prior written consent, directly or indirectly employ or engage with any other person, business or entity, whether or not for any gain or profit, irrespective of whether it is during or outside your hours of work in the Company. Additionally, you are not allowed to undertake any other gainful employment, engagement, business, assume any public office or private office, honorary or remunerative position, without prior written permission of the Company. During your employment with the Company, you shall not directly or indirectly engage in any conduct in conflict with or averse to the best interests of the Company, as determined by the Company at its sole discretion. In addition, you shall not disclose, divulge or bring on to Cognizant's

systems or offices, your prior employer's and/or their clients' proprietary or confidential information, or violate any agreement or obligations that you have with them.

#### **4. Confidentiality**

- a. During the course of your employment with the Company, you shall have access to information and/or documents of the Company, its affiliates, its clients or certain third parties' (with which the Company has any dealings), which information and/or documents are private, business sensitive, confidential and/or proprietary (together, the "Confidential Information"). You are obliged to keep the Confidential Information as secret and must not, without prior and specific written permission from the Company, disclose any such information, received from whatever source and however you may learn it, to any person or third party.
- b. Any breach of your confidentiality obligations as specified above may be a cause for termination of your employment with the Company, besides the Company's entitlement to initiate legal action against you for such breach. The obligations imposed upon you under this clause 5 will survive even after cessation of your employment with the Company.
- c. You shall not take copies of any Confidential Information for your own purposes without prior permission of the Company and forthwith upon termination of your employment with the Company, you shall return to the Company all such copies of Confidential Information including but not limited to documents, records and accounts in any form (including electronic, mechanical, photographic & optical recording) relating to matters concerning the business or dealings or affairs of the Company.
- d. You shall not, during your employment with the Company and at all times thereafter, do or say anything that may cause direct or indirect damage to the business of the Company, its affiliates or their clients.
- e. You shall be governed by Cognizant's Social Media Policy and shall, at all times, refrain from posting potentially malicious, libelous, obscene, political, anti-social, abusive, and threatening messages or disparaging clients, associates, competitors, or suppliers or any third parties.
- f. You will not make any false, defamatory or disparaging statements about Cognizant, its clients, or any other employees or directors, irrespective of whether any such statements are likely to cause damage to any such entity or person.
- g. The Company reserves the right to require you to sign confidentiality and non-disclosure agreements with any clients on whose project you are being assigned on behalf of the Company.

#### **5. Data Protection**

By signing below,

- a. you hereby provide your consent to Cognizant, its affiliates and their clients for the holding and processing of your personal data for all purposes of the administration and management of your employment and/or the Company's business,
- b. you hereby provide your consent to your personal data including any sensitive personal data or information being collected and the same being transferred, stored and/or processed by Cognizant in India and any other countries where Cognizant, its affiliates and their clients have offices,
- c. you agree that Cognizant and its affiliates may make such data available to its advisors, service providers, other agencies such as pension providers, medical, insurance providers, payroll administrators, background verification agencies and regulatory authorities,
- d. you have the right to amend, modify or alter your personal information. The Company will exercise all reasonable diligence for safeguarding your personal information, as has been disclosed by you. It is clarified that the obligation will not be applicable in case of legally required disclosures, and
- e. you acknowledge and agree that Company may, in the course of its business, be required to disclose personal data relating to you, after the end of your employment to any group/statutory bodies/authorities as required under applicable law/requirements.

#### **6. Work Schedule**

- a. The Company's normal working hours shall typically comprise of nine (9) hours per day, exclusive of any applicable break, subject to the limit of daily working hours, as prescribed by the applicable laws. The Company may require you to work for extended working hours/days including weekends, depending on the project requirements, business exigencies and/or for conscientious and complete performance of your duties and responsibilities towards the Company, subject to the limit of working hours as prescribed by the applicable laws. Any changes made to the Company's working hours shall be notified to you.
- b. The Company may, at its discretion, vary the normal working hours or days for any employee or class of employees or for all the employees based on project requirements, Company policies and prevailing laws, as may be applicable from time to time/in consonance with any applicable laws for the time being in force. Any changes to be made to the above work timings or days shall be made by the Company at its sole discretion and notified to you in advance.
- c. The Company may also require you to work on a shift basis. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time as per



any Company policy and which will be notified to you in advance.

d. Your office timings shall be monitored by the Company through appropriate systems & processes, as updated from time to time and you shall ensure compliance to the processes and policies at all times.

## **7. Background Check**

Your employment with Cognizant is conditional and subject to satisfactory background and reference check in line with the Company's policy. An independent agency may conduct internal and external background checks, for which you provide your consent. The Company's offer of employment and/or continued employment is subject to satisfactory background verification report.

The Company shall be entitled to withdraw its employment offer if the background verification checks reveal unfavorable results at any time. Similarly, in case if your background verification report is found to be unfavorable or unsuccessful after you joining the Company, then the Company reserves the right to terminate your employment immediately.

## **8. Compliance with Company Policies**

As a condition of employment with the Company and as part of your joining formalities, you are required to comply or execute the following Company agreement and attest your understanding and adherence to following Company policies:

- i. IP Assignment Agreement
- ii. The Code of Business Ethics
- iii. Acceptable Use Policy and Social Media Policy
- iv. Dress Code Policy

Additionally, you will also be governed by other applicable Company rules, processes, procedures and policies as may be drafted, enforced, amended and/or altered from time to time and which are not specifically mentioned in this Agreement. The applicable rules/ processes/ procedures/ policies are available on the Company's intranet and you are expected to go through the same carefully as a condition of your employment. For any clarification in relation to applicable policies, guidelines, processes, please reach out to your HR Talent Manager. It is your responsibility to keep yourself informed of any and all changes made by the Company to such policies from time to time. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures or policies of the Company, the Company reserves the right to take disciplinary action against you, including termination your employment without notice period.

## **9. Non-Compete and Non-Solicit Restrictions**

During the term of your employment with Cognizant and until two (2) years after the termination of such employment, you will not directly or indirectly, either as an individual on your own account or as a partner, employee, consultant, advisor, agent, contractor, director, trustee, committee member, office bearer, or shareholder (or in a similar capacity or function), (a) solicit, attempt to solicit, contact or otherwise encourage any employee to leave the Company's employment, (b) solicit business from competitor(s) or client(s) of the Company or (c) be employed or engaged with any competitor(s), or (d) be employed or engaged with any client(s) of the Company with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of termination of your employment.

## **10. Representations and Warranties**

By signing below,

- a. you warrant that your employment with the Company does not and will not violate or otherwise conflict with any agreement (oral or otherwise) to which you are or have been a party and that you possess all the requisite permits, work visas and clearances to be able to lawfully and rightfully employed in India with the Company under the terms of this Agreement;
- b. you warrant that you have satisfactorily completed all of your obligations under any employment contract or other contract or agreement with any company(ies), person(s) or entity(ies) that previously employed or contracted with you and that any previous employment contract and/or relationships have terminated and/or expired prior to the effective start date of your employment at the Company and you have all the requisite power and authority, and do not require the consent of any third party to be employed with the Company;



c. you represent and warrant that you shall not bring into Company premises or systems (or use in any manner) any third-party documents (regardless of media) or materials (including but not limited to proprietary information or trade secrets), or any such documents or materials of your previous employer, without written permissions/approvals from such previous employer or third parties; and

e. you represent that unless authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company.

### **11. Indemnity**

You agree to indemnify and hold harmless the Company and its affiliates from and against any and all direct or indirect losses or damages, injury or liability for a claim of damage, loss or injury to person or property, suffered or sustained by Company and its affiliates which is attributable to you, resulting from any of your act or omission irrespective of whether it constitutes a breach of the terms of your employment or negligent performance of your duties as expected from you while in employment of the Company.

### **12. Business Engagement, Learning and Development and Project Deployment**

In order to ensure that you are fully equipped to adapt to the demanding needs of our clients, the Company has several policies and processes relating to deployment of employees to projects, Career Architecture program, performance evaluation, learning and development/trainings and avenues of up-skilling. As a condition of your employment with the Company, you are responsible for upskilling yourself to make yourself eligible for appropriate business/client projects, thereby promoting the spirit of meritocracy and career development with the goal of providing world-class services to our clients. Therefore, you shall adhere to and meet the obligations under all such policies and processes, including the Associate Deployment Pool Policy and those that may be changed by the Company from time to time.

### **13. Unauthorized Absence**

If you are absent from work for a continuous period of 3 days or as prescribed by applicable laws, without the prior written consent from your approving authority, it will be construed that you have voluntarily abandoned your employment with the Company. The Company shall be entitled to take appropriate disciplinary action(s) against you as per the Company's Job Abandonment Policy.

### **14. Retirement**

You will automatically retire from employment with the Company on the last day of the month in which you attain the age of fifty-eight (58) years. It is hereby clarified that the Company reserves its right to change the retirement age at its sole discretion.

### **15. Termination of Employment**

a. The Company may terminate your employment at any time with or without assigning any reasons by providing 90 days' advance notice to you by paying you pro rata salary in lieu of any notice or balance notice period. You may resign or terminate your employment with the Company by providing 90 days' advance notice to the Company. When you serve notice to resign from the employment of the Company, the Company may at its sole discretion, allow you to pay salary in lieu for the notice period; and/or adjust the vacation accumulated towards part of the notice period.

b. Notwithstanding the aforesaid or anything else to the contrary, the Company may, at its sole discretion, suspend, lay off, dismiss, discharge and/or terminate your employment with immediate effect by a notice in writing (without any notice period or salary in lieu of any notice period) in the event of your:

- Misconduct, as provided in Misconduct and Disciplinary Action Policy
- Non-adherence to Associate Deployment Pool Policy
- Violation of Social Media Policy or Conflict of Interest Policy
- Breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property or reputation
- Insubordination or failure to comply with the directions given to you by persons so authorized
- Insolvency or conviction for any offence involving moral turpitude
- Breach of any terms or conditions of the Agreement and/or Company's policies or other documents or directions of the Company
- Violation of non-disparagement obligations

- Conduct, which is regarded by the Company as prejudicial to its own interests or to the interests of its client.

**16. Deputation, Assignment and Transfer**

The Company may second, depute or assign you to work with any of its affiliates or transfer your services to any group company worldwide. On any such secondment, deputation, assignment or transfer of your employment, the Company and/or affiliate may require you to sign the applicable Overseas Deputation / International Employment Agreement(s) of the specific country, based on the policies of the Company.

**17. Survival**

Clauses 5, 6, 10 and 12 and any other clauses, which by their nature are expected to survive, shall all survive the termination of your employment (for any reason) and shall continue to apply to you even after cessation of your employment with the Company.

**18. Dispute Resolution and Governing law**

The Parties shall 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. This Agreement and your employment with the Company shall be governed and interpreted in accordance to the laws of India and the courts in Chennai only shall have exclusive jurisdiction over any Dispute. Notwithstanding the aforesaid, the Company shall be entitled, in addition to all other remedies, to any interim relief including but not limited to an injunction, whether interlocutory or preliminary, restraining any breach of the provisions of this Agreement.

**19. General**

This Agreement and your employment is personal to you and you cannot assign, subcontract or transfer your rights or obligations hereunder to any other person or entity. No delay or failure by Company to exercise any of its powers, rights or remedies under this Agreement or otherwise will operate as a waiver of such powers, rights or remedies. If any provision of this Agreement is held by any competent authority to be invalid or unenforceable, the validity of the other remaining provisions of the Agreement shall not be affected. You shall not make any announcement concerning Company, its affiliates and their employees, contractors or clients without Company's prior written consent and you shall not use or disclose the name, trademark, domain name, service mark, logo or any other intellectual property of Company and its affiliates and their employees, contractors or clients.

This Agreement, together with the agreements and policies of the Company, Employment Offer Letter (and any attachments thereto, are the exclusive and entire agreement between the Parties relating to its subject matter, and supersedes all prior and contemporaneous discussions, agreements, negotiations, representations, and proposals relating to the subject matter hereof.

You shall be required to treat the terms of this Agreement as strictly confidential. The Company reserves the sole right to change any terms or conditions provided in this Agreement based on applicable laws or business exigencies.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the day and year first above written.

**Cognizant Technology Solutions India Private Limited    Patil Vishranti Shivajirao**

Sign: \_\_\_\_\_  
Name:

Sign: \_\_\_\_\_  
Name: