

15th July, 2022

Mr. Kuna Tejeswara Rao
H.No: 4-42, Simhadripuram,
Kotabommali Mandalam,
Simhadripuram, Srikakulam,
Andhra Pradesh – 532195.

Employment Offer

Dear Mr. Tejeswara Rao,

Congratulations !!!


Further to your application for employment with us, and our subsequent discussions, we are pleased to extend our employment offer to you for a position of “**Trainee Engineer - Production**” with Axonify Tech Systems Private Limited.

The terms and conditions of this offer are as follows:

- a. Your annual compensation would be a **Cost to the Company of INR 2,04,000/- (Rupees Two Lakh Four Thousand Only)**.
- b. Your initial place of posting shall be at the Company's at Hyderabad, your services can be transferred to any location in India or abroad subject to Company policies and business requirements from time to time.
- c. You will be governed by the Company's policies, with respect to Leave entitlements, Expense reimbursements and other HR & Business policies which are applicable from time to time. A detailed appointment letter with all the terms and conditions will be issued on your date of joining.
- d. This Offer letter is valid for a period of 2 days from the date of this letter and you will join the Company on or before the expiry of this period.
- e. By accepting this Offer Letter, you confirm, it shall not be in conflict with any other agreement that you may have entered into or any obligation that you may be bound to, in the past.
- f. Please find the details of the documents/information required at the time of joining, in Annexure A.s


H. Parthasarathy


Kuna Tejeswara Rao


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Balakrishna, Visakhapatnam - 530026

Axonify Tech Systems Private Limited
CIN: U31909TG2021PTC155273

Unit No: B-23, 2nd Floor Phase-II, Technocrats Industrial Estate, Balanagar, Hyderabad-500037, Telangana India,
Phone: +91-9440384449 info@axonifytech.com

In token of your acceptance of this offer, kindly sign and return duplicate copy of this letter including the Acceptance Letter given in Annexure B.

We welcome you to the Axonify family and look forward to a long and mutually rewarding association.

Regards,

Axonify Tech Systems Private Limited

Enclosures:

- a. Annexure A – Joining Formalities Documentation
- b. Annexure B – Acceptance Letter

Annexure A: Joining Formalities Documentation

It is mandatory for you to submit the following document copies, without which your permanent employment registration number cannot be generated.

Valid documents for each category are:

- A) Identity proof:
 - Passport
 - Aadhaar card
 - Driving License
- B) Current and Permanent Address proof – Any one of the below
 - Electricity bill
 - Ration card
- C) Date of Birth Proof – Any one of the below
 - Birth Certificate
 - 10th pass Certificate
- D) Educational Information: All documents (as applicable)
 - SSC mark sheet & certificate

Axonify Tech Systems Private Limited
CIN: U31909TG2021PTC155273

Unit No: B-23, 2nd Floor Phase-II, Technocrats Industrial Estate, Balanagar, Hyderabad-500037, Telangana India,
Phone: +91-9440384449 info@axonifytech.com

- HSC mark sheet & certificate
- Diploma (if applicable): Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)
- Graduation: Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)
- Post-graduation (if applicable): Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)

E) Professional Information: (As applicable)

- Relieving Letter/Experience Certificate / Service Certificate from all previous employers (if Applicable)
- Resignation Acceptance Letter / Email / Relieving Letter / Experience Certificate from current Employer (if not currently available, it is mandatory to submit the same on the date of Joining)
- Latest Salary Slips for the last two months from your previous employer

F) Others

- Marriage Certificate (in case of name change for women employees)
- Pan Card (Mandatory) for TDS processing
- 3 Passport size color photographs

Annexure B: Acceptance Letter

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this Offer letter as a token of my having accepted employment with the Company as per the terms and conditions set out in this letter.

Also, I hereby declare that nothing apart from the above-mentioned clauses have been committed to me during the selection process.

I will join **Axonify Tech Systems Private Limited** on or before 20th July 2022.

H. Raghav 

Date:

Signature: _____

Name: Address:

Axonify Tech Systems Private Limited

CIN: U31909TG2021PTC155273

Unit No: B-23, 2nd Floor Phase-II, Technocrats Industrial Estate, Balanagar, Hyderabad-500037, Telangana India,
Phone: +91-9440384449 info@axonifytech.com

To

Date: 02 August 2022

CHERUKURI YESWANTH
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Division, Narava, Visakhapatnam

Dear CHERUKURI YESWANTH

We are pleased to confirm our offer of employment to you as a Software Engineer with Eidiko Systems Integrators Pvt. Ltd. You are expected to join Eidiko Systems Integrators on OR before 30th Aug 2022 failing to do so, your offer of Software Engineer will lapse automatically.

Eidiko Systems Integrators Pvt Ltd is a software services company that caters to diverse industry verticals in systems integration, middleware, security and portal space.

Eidiko Systems Integrators' Technology Development Centers are located in Hyderabad, India, with sales offices across USA to cater to its clientele. Eidiko Systems Integrators has been successfully empowering its customers with innovative end-to-end technology solutions.

Eidiko Systems Integrators is guided by a strong value system. These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide continuous value to our customers through combination of mature processes, best practices, and unique delivery models.

As this is your future company, we urge you to learn more about Eidiko Systems Integrators, by going to our website <http://www.eidiko.com>.

Compensation

CTC: Your Annual Gross CTC for the year, which is inclusive of Basic Salary is Rs.4,00,000/-Per Annum (Four Lakhs Only).

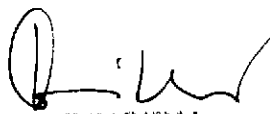
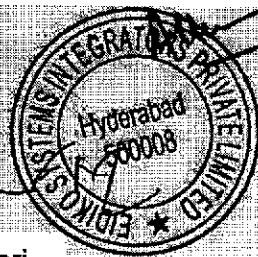
Please revert to us with your acceptance of this offer.

Wishing you all the best,

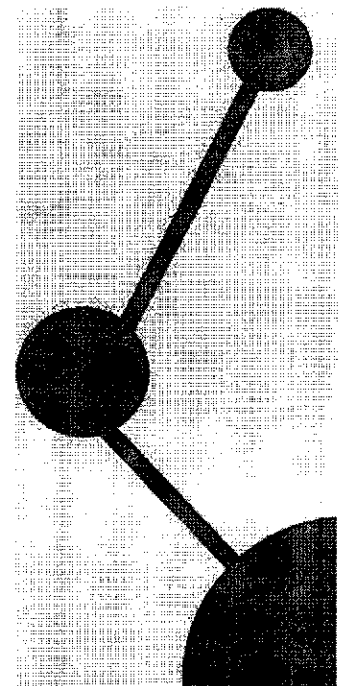
Yours sincerely,



Srinivas Maggari
Director
Eidiko Systems Integrators Pvt Ltd.



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 531027





To

Date: 02 August 2022

BOTTA YAMINI
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear BOTTA YAMINI

We are pleased to confirm our offer of employment to you as a Software Engineer with Eidiko Systems Integrators Pvt. Ltd. You are expected to join Eidiko Systems Integrators on OR before 30th Aug 2022 failing to do so, your offer of Software Engineer will lapse automatically .

Eidiko Systems Integrators Pvt Ltd is a software services company that caters to diverse industry verticals in systems integration, middleware, security and portal space.

Eidiko Systems Integrators' Technology Development Centers are located in Hyderabad, India, with sales offices across USA to cater to its clientele . Eidiko Systems Integrators has been successfully empowering its customers with innovative end-to-end technology solutions.

Eidiko Systems Integrators is guided by a strong value system . These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide continuous value to our customers through combination of mature processes, best practices, and unique delivery models.

As this is your future company, we urge you to learn more about Eidiko Systems Integrators, by going to our website <http://www.eidiko.com> .

Compensation

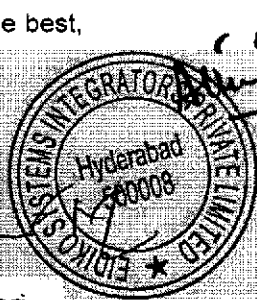
CTC: Your Annual Gross CTC for the year, which is inclusive of Basic Salary is Rs.4,00,000/-Per Annum (Four Lakhs Only).

Please revert to us with your acceptance of this offer.

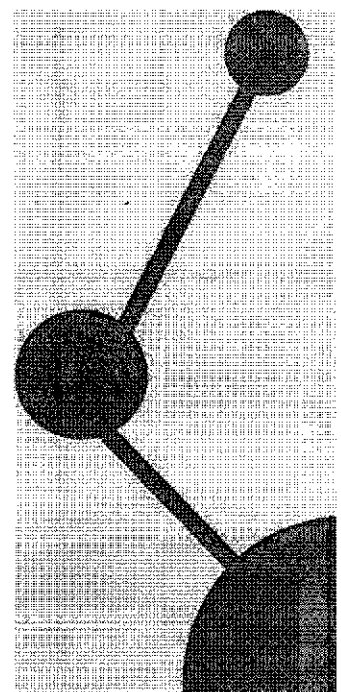
Wishing you all the best,

Yours sincerely,

Srinivas Maggari
Director
Eidiko Systems Integrators Pvt Ltd.



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



+9140-33182600 info@eidiko.com

Eidiko Systems Integrators Pvt. Ltd., Suite #1, Floor #1, MJR Magnifique,
Khatwada, V. Road, Coakibandi, Hyderabad, India - 500008



To

Date: 02 August 2022

BANDARU RENUKA VARALAKSHMI
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear BANDARU RENUKA VARALAKSHMI

We are pleased to confirm our offer of employment to you as a Software Engineer with Eidiko Systems Integrators Pvt. Ltd. You are expected to join Eidiko Systems Integrators on OR before 30th Aug 2022 failing to do so, your offer of Software Engineer will lapse automatically .

Eidiko Systems Integrators Pvt Ltd is a software services company that caters to diverse industry verticals in systems integration, middleware, security and portal space.

Eidiko Systems Integrators' Technology Development Centers are located in Hyderabad, India, with sales offices across USA to cater to its clientele . Eidiko Systems Integrators has been successfully empowering its customers with innovative end-to-end technology solutions.

Eidiko Systems Integrators is guided by a strong value system . These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide continuous value to our customers through combination of mature processes, best practices, and unique delivery models.

As this is your future company, we urge you to learn more about Eidiko Systems Integrators, by going to our website <http://www.eidiko.com> .

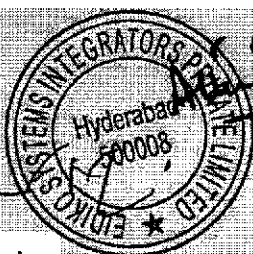
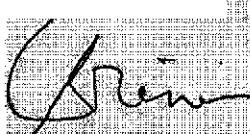
Compensation

CTC: You r Annual Gross CTC for the year, which is inclusive of Basic Salary is Rs.4,00,000/-Per Annum (Four Lakhs Only).

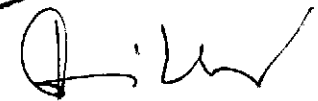
Please revert to us with your acceptance of this offer.

Wishing you all the best,

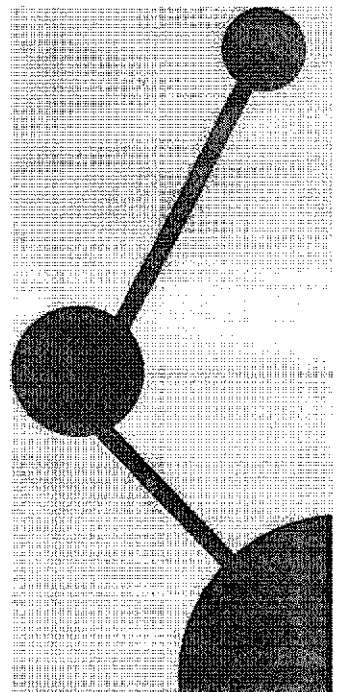
Yours sincerely,



Srinivas Maggari
Director
Eidiko Systems Integrators Pvt Ltd.



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 550027



+9140-33182600 info@eidiko.com

Eidiko Systems Integrators Pvt. Ltd., Suite #1, Floor #1, MJR Magnifique,
Kharasandra, Y. Road, Coimbatore, Hyderabad, India - 500008



To

Date: 02 August 2022

GOVINDA CHANTI
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear GOVINDA CHANTI

We are pleased to confirm our offer of employment to you as a Software Engineer with Eidiko Systems Integrators Pvt. Ltd. You are expected to join Eidiko Systems Integrators on OR before 30th Aug 2022 failing to do so, your offer of Software Engineer will lapse automatically .

Eidiko Systems Integrators Pvt Ltd is a software services company that caters to diverse industry verticals in systems integration, middleware, security and portal space.

Eidiko Systems Integrators' Technology Development Centers are located in Hyderabad, India, with sales offices across USA to cater to its clientele . Eidiko Systems Integrators has been successfully empowering its customers with innovative end-to-end technology solutions.

Eidiko Systems Integrators is guided by a strong value system . These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide continuous value to our customers through combination of mature processes, best practices, and unique delivery models.

As this is your future company, we urge you to learn more about Eidiko Systems Integrators, by going to our website <http://www.eidiko.com> .


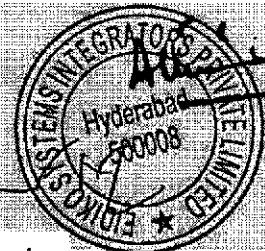
Compensation

CTC: Your Annual Gross CTC for the year, which is inclusive of Basic Salary is Rs.4,00,000/-Per Annum (Four Lakhs Only).

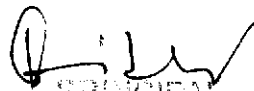
Please revert to us with your acceptance of this offer.

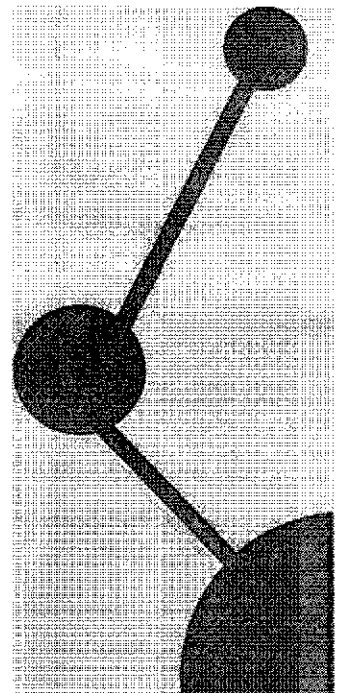
Wishing you all the best,

Yours sincerely,

Srinivas Maggari
Director
Eidiko Systems Integrators Pvt Ltd.


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING AND TECHNOLOGY
NARAVA, VISAKHAPATNAM - 531127



To

Date: 02 August 2022

MADAKA BHARGAVI
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear MADAKA BHARGAVI

We are pleased to confirm our offer of employment to you as a Software Engineer with Eidiko Systems Integrators Pvt. Ltd. You are expected to join Eidiko Systems Integrators on OR before 30th Aug 2022 failing to do so, your offer of Software Engineer will lapse automatically .

Eidiko Systems Integrators Pvt Ltd is a software services company that caters to diverse industry verticals in systems integration, middleware, security and portal space .

Eidiko Systems Integrators' Technology Development Centers are located in Hyderabad, India, with sales offices across USA to cater to its clientele . Eidiko Systems Integrators has been successfully empowering its customers with innovative end-to-end technology solutions.

Eidiko Systems Integrators is guided by a strong value system . These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide continuous value to our customers through combination of mature processes, best practices, and unique delivery models.

As this is your future company, we urge you to learn more about Eidiko Systems Integrators, by going to our website <http://www.eidiko.com> .

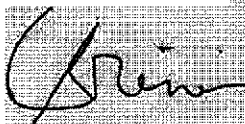
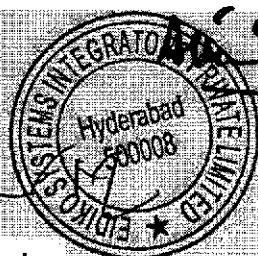
Compensation

CTC: You r Annual Gross CTC for the year, which is inclusive of Basic Salary is Rs.4,00,000/-Per Annum (Four Lakhs Only).

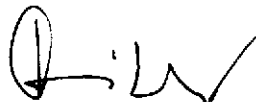
Please revert to us with your acceptance of this offer.

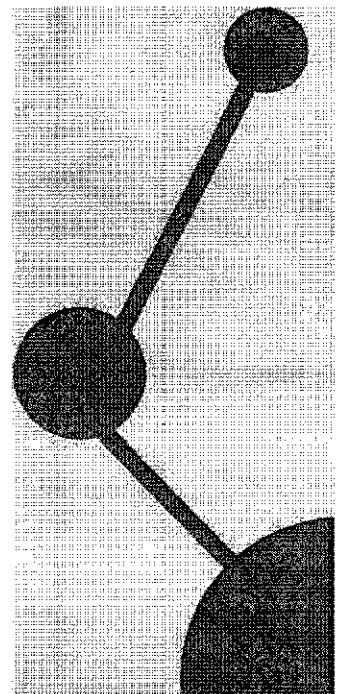
Wishing you all the best,

Yours sincerely,

Srinivas Maggari
Director
Eidiko Systems Integrators Pvt Ltd.


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



To

Date: 02 August 2022

PACHAVA SRINU
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear PACHAVA SRINU

We are pleased to confirm our offer of employment to you as a Software Engineer with Eidiko Systems Integrators Pvt. Ltd. You are expected to join Eidiko Systems Integrators on OR before 30th Aug 2022 failing to do so, your offer of Software Engineer will lapse automatically.

Eidiko Systems Integrators Pvt Ltd is a software services company that caters to diverse industry verticals in systems integration, middleware, security and portal space.

Eidiko Systems Integrators' Technology Development Centers are located in Hyderabad, India, with sales offices across USA to cater to its clientele. Eidiko Systems Integrators has been successfully empowering its customers with innovative end-to-end technology solutions.

Eidiko Systems Integrators is guided by a strong value system. These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide continuous value to our customers through combination of mature processes, best practices, and unique delivery models.

As this is your future company, we urge you to learn more about Eidiko Systems Integrators, by going to our website <http://www.eidiko.com>.

Compensation

CTC: Your Annual Gross CTC for the year, which is inclusive of Basic Salary is Rs.4,00,000/-Per Annum (Four Lakhs Only).

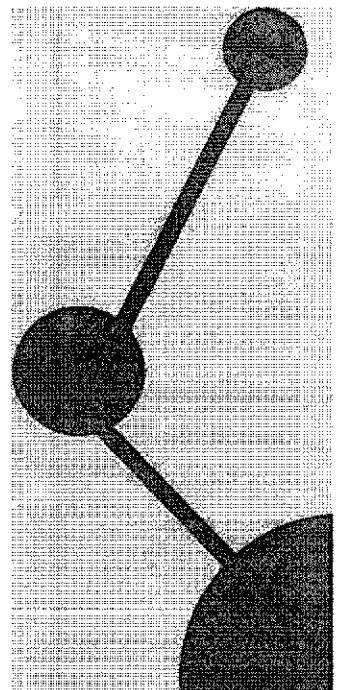
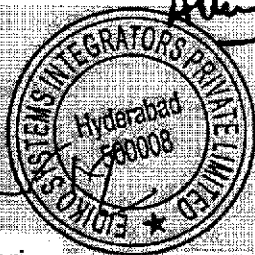
Please revert to us with your acceptance of this offer.

Wishing you all the best,

Yours sincerely,



Srinivas Maggari
Director
Eidiko Systems Integrators Pvt Ltd.





To

Date: 02 August 2022

PADMANABHAM SHANMUK ARAVIND
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear PADMANABHAM SHANMUK ARAVIND

We are pleased to confirm our offer of employment to you as a Software Engineer with Eidiko Systems Integrators Pvt. Ltd. You are expected to join Eidiko Systems Integrators on OR before 30th Aug 2022 failing to do so, your offer of Software Engineer will lapse automatically .

Eidiko Systems Integrators Pvt Ltd is a software services company that caters to diverse industry verticals in systems integration, middleware, security and portal space .

Eidiko Systems Integrators' Technology Development Centers are located in Hyderabad, India, with sales offices across USA to cater to its clientele . Eidiko Systems Integrators has been successfully empowering its customers with innovative end-to-end technology solutions.

Eidiko Systems Integrators is guided by a strong value system . These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide continuous value to our customers through combination of mature processes, best practices, and unique delivery models.

As this is your future company, we urge you to learn more about Eidiko Systems Integrators, by going to our website <http://www.eidiko.com> .

Compensation

CTC: You r Annual Gross CTC for the yea r, which is inclusive of Basic Salary is Rs.4,00,000/-Per Annum (Four Lakhs Only).

Please revert to us with your acceptance of this offer.

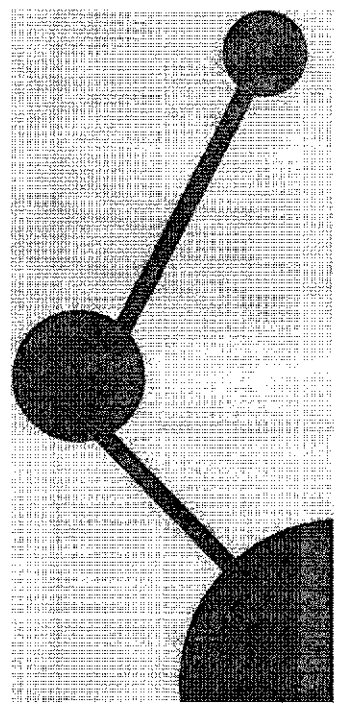
Wishing you all the best,

Yours sincerely,

Srinivas

Srinivas Maggari
Director
Eidiko Systems Integrators Pvt Ltd.

[Signature]
FRB
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



+9140-33182600 info@eidiko.com

Eidiko Systems Integrators Pvt. Ltd., Suite #1, Floor #1, MJR Magnifique,
Khaiconda, V. Road, Coalthandi, Hyderabad, India - 500028



To

Date: 02 August 2022

SWABHI CHANDUL KUMAR
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear SWABHI CHANDUL KUMAR

We are pleased to confirm our offer of employment to you as a Software Engineer with Eidiko Systems Integrators Pvt. Ltd. You are expected to join Eidiko Systems Integrators on OR before 30th Aug 2022 failing to do so, your offer of Software Engineer will lapse automatically .

Eidiko Systems Integrators Pvt Ltd is a software services company that caters to diverse industry verticals in systems integration, middleware, security and portal space.

Eidiko Systems Integrators' Technology Development Centers are located in Hyderabad, India, with sales offices across USA to cater to its clientele . Eidiko Systems Integrators has been successfully empowering its customers with innovative end-to-end technology solutions.

Eidiko Systems Integrators is guided by a strong value system . These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide continuous value to our customers through combination of mature processes, best practices, and unique delivery models.

As this is your future company, we urge you to learn more about Eidiko Systems Integrators, by going to our website <http://www.eidiko.com> .

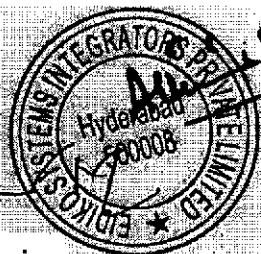

Compensation

CTC: Your Annual Gross CTC for the year, which is inclusive of Basic Salary is Rs.4,00,000/-Per Annum (Four Lakhs Only).

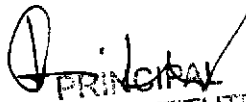
Please revert to us with your acceptance of this offer.

Wishing you all the best,

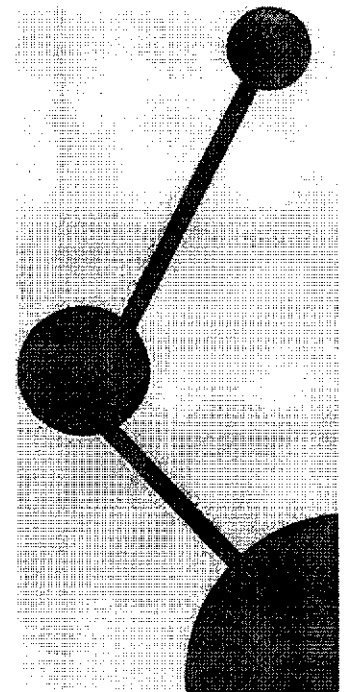
Yours sincerely,



Srinivas Maggari
Director
Eidiko Systems Integrators Pvt Ltd.



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
88th Divison, Visakhapatnam - 531 017



+9140-33182600 info@eidiko.com

Eidiko Systems Integrators Pvt. Ltd., Suite #1, Floor #1, MJR Magnifique,



To

Date: 02 August 2022

VUMMIDIDEVULA AJAY VARMA
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear VUMMIDIDEVULA AJAY VARMA

We are pleased to confirm our offer of employment to you as a Software Engineer with Eidiko Systems Integrators Pvt. Ltd. You are expected to join Eidiko Systems Integrators on OR before 30th Aug 2022 failing to do so, your offer of Software Engineer will lapse automatically .

Eidiko Systems Integrators Pvt Ltd is a software services company that caters to diverse industry verticals in systems integration, middleware, security and portal space.

Eidiko Systems Integrators' Technology Development Centers are located in Hyderabad, India, with sales offices across USA to cater to its clientele . Eidiko Systems Integrators has been successfully empowering its customers with innovative end-to-end technology solutions.

Eidiko Systems Integrators is guided by a strong value system . These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide continuous value to our customers through combination of mature processes, best practices, and unique delivery models.

As this is your future company, we urge you to learn more about Eidiko Systems Integrators, by going to our website <http://www.eidiko.com> .


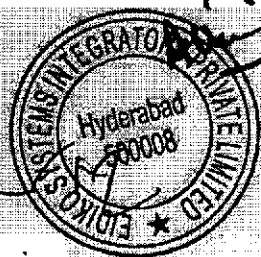
Compensation

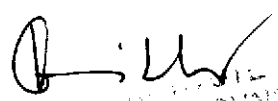
CTC: Your Annual Gross CTC for the year, which is inclusive of Basic Salary is Rs.4,00,000/-Per Annum (Four Lakhs Only).

Please revert to us with your acceptance of this offer.

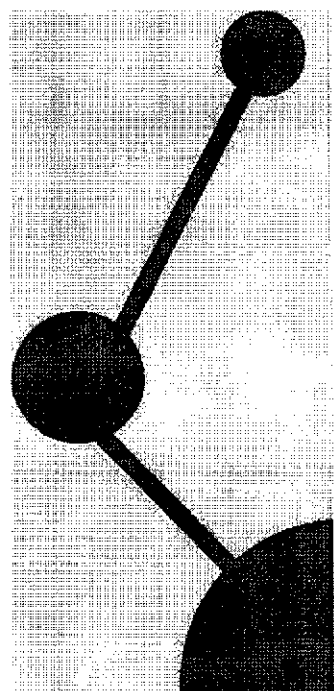
Wishing you all the best,

Yours sincerely,


EIDIKO SYSTEMS INTEGRATORS PVT. LTD.
88th Divison, Narava, Visakhapatnam - 531001

Srinivas Maggari
Director
Eidiko Systems Integrators Pvt Ltd.



To

Date: 02 August 2022

MADHAV BHAKTUL GLADSTONE
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear MADHAV BHAKTUL GLADSTONE

We are pleased to confirm our offer of employment to you as a Software Engineer with Eidiko Systems Integrators Pvt. Ltd. You are expected to join Eidiko Systems Integrators on OR before 30th Aug 2022 failing to do so, your offer of Software Engineer will lapse automatically .

Eidiko Systems Integrators Pvt Ltd is a software services company that caters to diverse industry verticals in systems integration, middleware, security and portal space.

Eidiko Systems Integrators' Technology Development Centers are located in Hyderabad, India, with sales offices across USA to cater to its clientele . Eidiko Systems Integrators has been successfully empowering its customers with innovative end-to-end technology solutions.

Eidiko Systems Integrators is guided by a strong value system . These values nurture ethics empowerment, commitment and resilience and are practiced at every level. We provide continuous value to our customers through combination of mature processes, best practices, and unique delivery models.

As this is your future company, we urge you to learn more about Eidiko Systems Integrators, by going to our website <http://www.eidiko.com> .

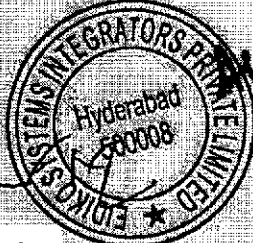

Compensation

CTC: Your Annual Gross CTC for the year, which is inclusive of Basic Salary is Rs.4,00,000/-Per Annum (Four Lakhs Only).


Please revert to us with your acceptance of this offer.

Wishing you all the best,

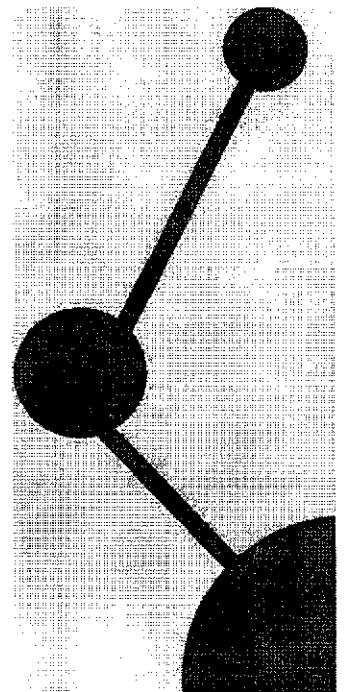
Yours sincerely,



Srinivas Maggari
Director
Eidiko Systems Integrators Pvt Ltd.



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY





VERZEO

01 March 2022

Dear **NANDINI YADAV DUVVI**,
Visakha Institute of Engineering and Technology,
Narava, Visakhapatnam.

We congratulate you for being selected for a **3 Months Training** with Verzeo Edutech Pvt. Ltd. "At will basis" which can be extended. Please find the following confirmation of your Training :

Title: Business Development Trainee
Training Date: 10 March 2022 to 10 March 2022
OJT Start Date: 11 March 2022
OJT End Date: 11 April 2022

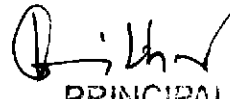
Stipend: **INR 17000 Per Month + INR 10000** as incentives (Subject to statutory deductions)
Target: **250000 INR** per month.

Please indicate your acceptance, by signing the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to the <acceptance@verzeo.com> within **2 working days** from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of **VERZEO EDUTECH** if we do not receive your acceptance as per the mentioned timeline.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before **30 September 2021**.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____

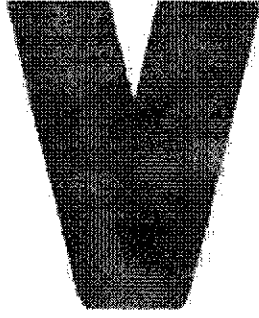
Attested copy 

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530021

support@verzeo.com +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.
CIN: U80900KA2018PTC109500, GSTIN: 29AAGCV2536B1ZG, PAN: AAGCV2536B.





VERZEO

01 March 2022

Dear PALLI URMILA,
Visakha Institute of Engineering and Technology,
Narava, Visakhapatnam.

We congratulate you for being selected for a **3 Months Training** with Verzeo Edutech Pvt. Ltd. "At will basis" which can be extended. Please find the following confirmation of your Training :

Title: **Business Development Trainee**
Training Date: **10 March 2022 to 10 March 2022**
OJT Start Date: **11 March 2022**
OJT End Date: **11 April 2022**

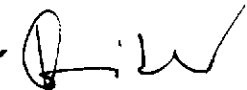
Stipend: **INR 17000 Per Month + INR 10000** as incentives (Subject to statutory deductions)
Target: **250000 INR per month.**

Please indicate your acceptance, by signing the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to the <acceptance@verzeo.com> within **2 working days** from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of **VERZEO EDUTECH** if we do not receive your acceptance as per the mentioned timeline.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before **30 September 2021**.

SIGNATURE: _____
(Candidate's Signature)

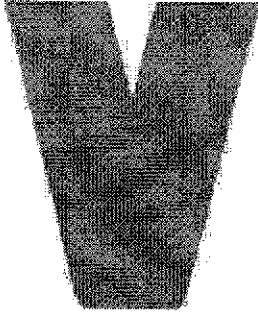
DATE: _____

Allexi Copy

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 531 101

support@verzeo.com +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.
CIN: U80900KA2018PTC109500, GSTN: 29AAGCV2536B1ZG, PAN: AAGCV2536B.





VERZEO

01 March 2022

Dear GANISSETTI BALA PRAVEENA KUMARI,
Visakha Institute of Engineering and Technology,
Narava, Visakhapatnam.

We congratulate you for being selected for a **3 Months** Training with Verzeo Edutech Pvt. Ltd. "At will basis" which can be extended. Please find the following confirmation of your Training :

Title: **Business Development Trainee**
Training Date: **10 March 2022 to 10 March 2022**
OJT Start Date: **11 March 2022**
OJT End Date: **11 April 2022**

Stipend: **INR 17000 Per Month + INR 10000** as incentives (Subject to statutory deductions)
Target: **250000 INR** per month.

Please indicate your acceptance, by signing the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to the <acceptance@verzeo.com> within **2 working days from the receipt of this mail**. The offer shall stand automatically withdrawn without further action on the part of **VERZEO EDUTECH** if we do not receive your acceptance as per the mentioned timeline.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before **30 September 2021**.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____

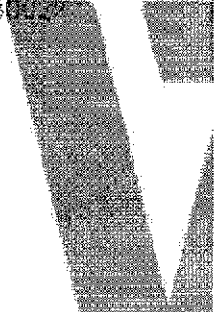
Attested Copy

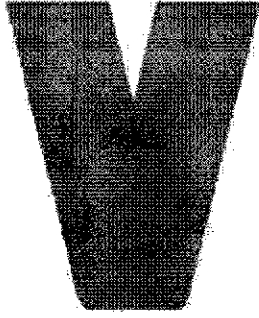
PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

✉ support@verzeo.com ☎ +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.
CIN : U80900KA2018PTC109500, GSTN : 29AAGCV2536B1ZG, PAN : AAGCV2536B.





VERZEO

01 March 2022

Dear KASIREDDI ATCHIRAJU,
Visakha Institute of Engineering and Technology,
Narava, Visakhapatnam.

We congratulate you for being selected for a **3 Months Training** with Verzeo Edutech Pvt. Ltd. "At will basis" which can be extended. Please find the following confirmation of your Training :

Title: **Business Development Trainee**
Training Date: **10 March 2022 to 10 March 2022**
OJT Start Date: **11 March 2022**
OJT End Date: **11 April 2022**

Stipend: **INR 17000 Per Month + INR 10000** as incentives (Subject to statutory deductions)
Target: **250000 INR per month.**

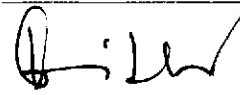
Please indicate your acceptance, by signing the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to the <acceptance@verzeo.com> within **2 working days** from the receipt of this mail. The offer shall stand automatically withdrawn without further action on the part of **VERZEO EDUTECH** if we do not receive your acceptance as per the mentioned timeline.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before **30 September 2021**.

SIGNATURE: _____
(Candidate's Signature)

DATE: _____

Attn: Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

✉ support@verzeo.com ☎ +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.
CIN : U80900KA2018PTC109500, GSTIN : 29AAGCV2536B1ZG, PAN : AAGCV2536B





VERZEO

01 March 2022

Dear PADMANABHAM SHANMUK PRUDVI,
Visakha Institute of Engineering and Technology,
Narava, Visakhapatnam.

We congratulate you for being selected for a **3 Months** Training with Verzeo Edutech Pvt. Ltd. "At will basis" which can be extended. Please find the following confirmation of your Training :

Title: **Business Development Trainee**
Training Date: **10 March 2022 to 10 March 2022**
OJT Start Date: **11 March 2022**
OJT End Date: **11 April 2022**

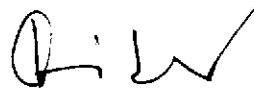
Stipend: **INR 17000** Per Month + **INR 10000** as incentives (Subject to statutory deductions)
Target: **250000** INR per month.

Please indicate your acceptance, by signing the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to the <acceptance@verzeo.com> within **2 working days** from the receipt of this mail. **The offer shall stand** automatically withdrawn without further action on the part of **VERZEO EDUTECH** if we do not receive your acceptance as per the mentioned timeline.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before **30 September 2021**.

SIGNATURE: _____
(Candidate's Signature)

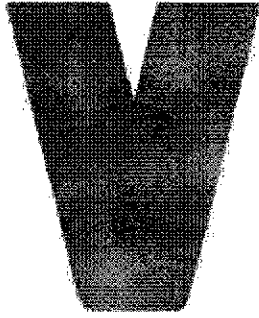
DATE: _____

Admission Copy

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530002

support@verzeo.com +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.
CIN : U80900KA2018PTC109500, GSTN : 29AAGCV2536B1ZG, PAN : AAGCV2536B.





VERZEO

01 March 2022

Dear MADDANA SYAMSUNDHAR RAO,
Visakha Institute of Engineering and Technology,
Narava, Visakhapatnam.

We congratulate you for being selected for a **3 Months Training** with Verzeo Edutech Pvt. Ltd. "At will basis" which can be extended. Please find the following confirmation of your Training :

Title: **Business Development Trainee**
Training Date: **10 March 2022 to 10 March 2022**
OJT Start Date: **11 March 2022**
OJT End Date: **11 April 2022**

Stipend: **INR 17000 Per Month + INR 10000 as incentives** (Subject to statutory deductions)
Target: **250000 INR per month.**

Please indicate your acceptance, by signing the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to the <acceptance@verzeo.com> within **2 working days from the receipt of this mail.** The offer shall stand automatically withdrawn without further action on the part of **VERZEO EDUTECH** if we do not receive your acceptance as per the mentioned timeline.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before **30 September 2021.**

SIGNATURE: _____
(Candidate's Signature)

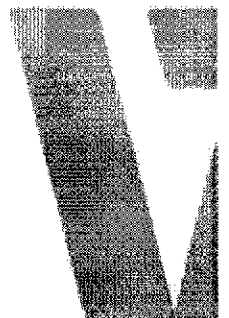
DATE: _____

Attn: Copy

PRINCIPAL
VICAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

support@verzeo.com +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.
CIN: U80900KA2018PTC109500, GSTN: 29AAGCV2536B1ZG, PAN: AAGCV2536B





Azico Biophore India Pvt. Ltd
425/3RT, Door No. 7-1-621/328
SR Nagar, Hyd-38, TS, INDIA
☎ +91-40-2381 0385 / 23705066
☎ +91-40-2381 2709

OFFER LETTER

Date: 5th September, 2022

JAKKANA SUDHEER KUMAR
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Division, Narava, Visakhapatnam

Dear JAKKANA SUDHEER KUMAR,

SUB: OFFER TO JOIN AS "Officer" for R&D Department at Azico Biophore India Private Limited, Visakhapatnam.

This is with reference to your application and subsequent Interview you had with us.

We are delighted to offer you a role as "Officer" for R&D Department (As discussed) this offer will be subjected to following:

1. You will receive a Total Annual Fixed Gross of Rs.234,000/- PA [Rupees Two Lakhs Thirty Four Thousand Only]. The total Gross will be disbursed to you as per the prevailing rules and guidelines.
2. You are required to submit original educational certificates, Form 16 (If applicable) & Experience documents on your date of joining as part of joining compliance.
3. Upon joining, you will receive our appointment letter describing the terms and conditions of your employment.

Kindly let us have the duplicate copy of this offer letter within five days signed by you in token of your acceptance of our offer.

We look forward to an enduring relationship with you.

For **AZICO BIOPHORE INDIA PRIVATE LIMITED**

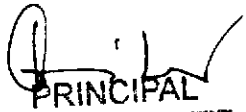


Offer Acceptance

I have read and understand the terms and conditions stilted above and hereby signify my acceptance of this offer. My tentative Joining date is _____

Signature & Date : _____

Attn: Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Azico Biophore India Pvt. Ltd
425/ 3RT, Door No. 7-1-621/328
SR Nagar, Hyd-38, TS, INDIA
☎ +91-40-2381 0385 / 23705066
☎ +91-40-2381 2709

OFFER LETTER

Date: 5th September, 2022

SIDDA VINOD KUMAR
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear SIDDA VINOD KUMAR,

SUB: OFFER TO JOIN AS "Officer" for R&D Department at Azico Biophore India Private Limited, Visakhapatnam.

This is with reference to your application and subsequent Interview you had with us.

We are delighted to offer you a role as "Officer" for R&D Department (As discussed) this offer will be subjected to following:

1. You will receive a Total Annual Fixtd Gross of Rs.234,000/- PA [Rupees Two Lakhs Thirty Four Thousand Only]. The total Gross will be disbursed to you as per the prevailing rules and guidelines.
2. You are required to submit original educational certificates, Form 16 (If applicable) & Experience documents on your date of joining as part of joining compliance.
3. Upon joining, you will receive our appointment letter describing the terms and conditions of your employment.

Kindly let us have the duplicate copy of this offer letter within five days signed by you in token of your acceptance of our offer.

We look forward to an enduring relationship with you.

For AZICO BIOPHORE INDIA PRIVATE LIMITED



Offer Acceptance

I have read and understand the terms and conditions stilted above and hereby signify my acceptance of this offer. My tentative Joining date is _____

Signature & Date : _____

Avinash Shourfi


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Azico Biophore India Pvt. Ltd
425/3RT, Door No. 7-1-621/328
SR Nagar, Hyd-38, TS, INDIA
☎ +91-40-2381 0385 / 23705066
☎ +91-40-2381 2709

OFFER LETTER

Date: 5th September, 2022

VAMSI SALADI
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear VAMSI SALADI,

SUB: OFFER TO JOIN AS "Officer" for R&D Department at Azico Biophore India Private Limited, Visakhapatnam.

This is with reference to your application and subsequent Interview you had with us.

We are delighted to offer you a role as "Officer" for R&D Department (As discussed) this offer will be subjected to following:

1. You will receive a Total Annual Fixed Gross of Rs.234,000/- PA [Rupees Two Lakhs Thirty Four Thousand Only]. The total Gross will be disbursed to you as per the prevailing rules and guidelines.
2. You are required to submit original educational certificates, Form 16 (If applicable) & Experience documents on your date of joining as part of joining compliance.
3. Upon joining, you will receive our appointment letter describing the terms and conditions of your employment.

Kindly let us have the duplicate copy of this offer letter within five days signed by you in token of your acceptance of our offer.

We look forward to an enduring relationship with you.

For AZICO BIOPHORE INDIA PRIVATE LIMITED



Offer Acceptance

I have read and understand the terms and conditions stilted above and hereby signify my acceptance of this offer. My tentative Joining date is _____

Signature & Date : _____

Avinash Mohan

[Handwritten Signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Azico Biophore India Pvt. Ltd
425/3RT, Door No. 7-1-621/328
SR Nagar, Hyd-38, TS, INDIA
☎ +91-40-2381 0385 / 23705066
☎ +91-40-2381 2709

OFFER LETTER

Date: 5th September, 2022

SIRISETTI MARIYA KUMAR
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear SIRISETTI MARIYA KUMAR,

SUB: OFFER TO JOIN AS "Officer" for R&D Department at Azico Biophore India Private Limited, Visakhapatnam.

This is with reference to your application and subsequent Interview you had with us.

We are delighted to offer you a role as "Officer" for R&D Department (As discussed) this offer will be subjected to following:

1. You will receive a Total Annual Fixed Gross of Rs.234,000/- PA [Rupees Two Lakhs Thirty Four Thousand Only]. The total Gross will be disbursed to you as per the prevailing rules and guidelines.
2. You are required to submit original educational certificates, Form 16 (if applicable) & Experience documents on your date of joining as part of joining compliance.
3. Upon joining, you will receive our appointment letter describing the terms and conditions of your employment.

Kindly let us have the duplicate copy of this offer letter within five days signed by you in token of your acceptance of our offer.

We look forward to an enduring relationship with you.

For AZICO BIOPHORE INDIA PRIVATE LIMITED



Offer Acceptance

I have read and understand the terms and conditions stilted above and hereby signify my acceptance of this offer. My tentative Joining date is _____

Signature & Date : _____

Avinash Anand
PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

01-March-2022

TO

Mr. MERUGU HEMANTH KUMAR
VISAKHA INSTITUTE OF
ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam
ANDHRA PRADESH-530 028.

Sub: Offer of appointment-Reg.

Dear MR. MERUGU HEMANTH KUMAR,

We are happy to inform you that you have successfully completed the training from 18-AUG-2022 to 03-OCT-2022 and pleased to offer you an appointment for the position of SOLUTION SUPPORT ENGINEER in SOLUTION SUPPORT DEPARTMENT of our organization. This appointment is effective from the date 01-April-2022. You will be responsible for accomplishing all the assigned tasks on time.

Herewith, we enclose the Terms & Conditions of appointment. After reading the terms & conditions carefully, you are required to return the duly signed copy of the Appointment Order accepting the terms & conditions.

We take pleasure in welcoming you and trust you will have many happy & mutually benefited years of service with Efftronics Systems Pvt. Ltd.

With regards,

For Efftronics Systems Pvt. Ltd.

T. B. Sankar

(BHAVANI SANKAR TALLURI)

VICE-PRESIDENT

[Signature]
PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530 028

Verified By
[Signature]
ROBAC04

CIN: U51909AP1987PTC007554 | GST: 37AAACE4879Q1ZT



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

PABBISSETTI VINAY

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear PABBISSETTI VINAY,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
Attested Copy
unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Handwritten signature

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING AND TECHNOLOGY
Naraya, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

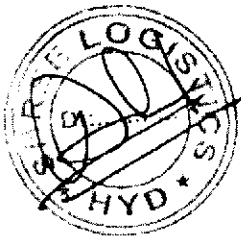
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Madhavaram - 500027





Shree Group of Companies

Shree Logistics

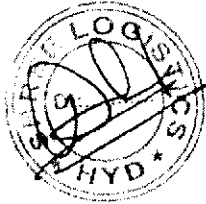
(Unit of Shree Group of Companies)

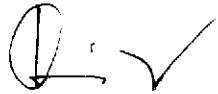
4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location : Vishakhapatanam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable Salary		
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400
Company' Contribution (CIC)	2000	24000




PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

DORA REVATHI SAI DEEPTHI

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear DORA REVATHI SAI DEEPTHI,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.
9. Please read ail terms and conditions carefully; these terms and condition in this letter; you agree

Atul K. Gupta

[Signature]
PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING AND TECHNOLOGY
Narava, Visakhapatnam - 530002



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever Including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530012



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

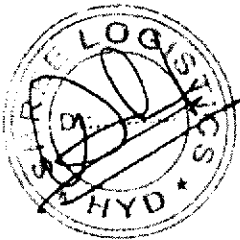
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS

Accepted

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narasaraopeta, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

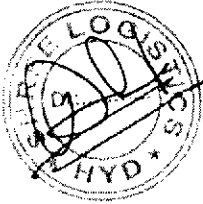
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure – A
(All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable Salary	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400
Grand Company (CTC)	22400	268800



Handwritten signature

Handwritten signature
PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

BAINABELLI MANIKANTA

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear BAINABELLI MANIKANTA,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

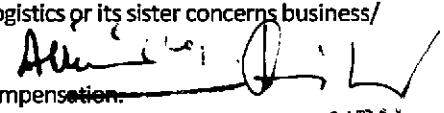
Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter, you agree


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530022



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING AND TECHNOLOGY
Hyderabad, India. 500027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever Including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFEDENTILITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

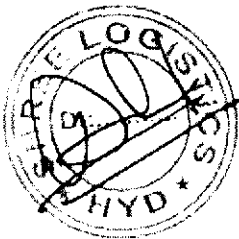
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

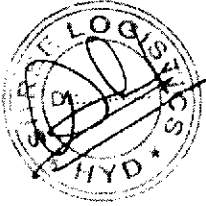
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location: Vishakhapatanam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



Handwritten signature

Handwritten signature

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Vishakhapatanam - 530021.



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

MUDAPAKA SRIKANTH

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear MUDAPAKA SRIKANTH,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter you agree

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 531 001



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

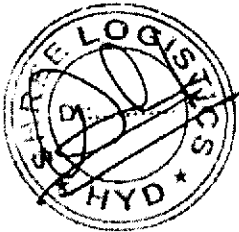
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

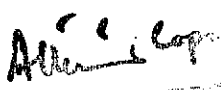
We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

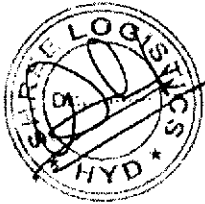
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Salary	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



Handwritten signature

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

KUNCHANGI NOOKARATNAM

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear KUNCHANGI NOOKARATNAM,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree

Admission Copy



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

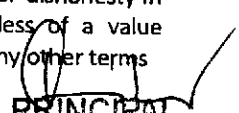
J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms




PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

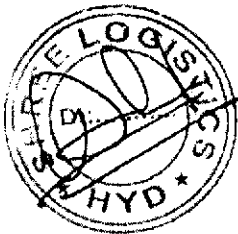
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

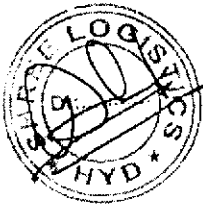
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
(All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable Salary	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400
Company' Contribution (GTC)	1950	23400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

MEDASETTI SATYA PRASAD

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear MEDASETTI SATYA PRASAD,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

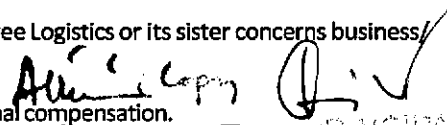
The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree


PRINCIPAL

PRINCIPAL

PRINCIPAL

PRINCIPAL

PRINCIPAL

PRINCIPAL

PRINCIPAL

PRINCIPAL

PRINCIPAL

PRINCIPAL



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

Signature

Signature
PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Atul K. Chavan

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

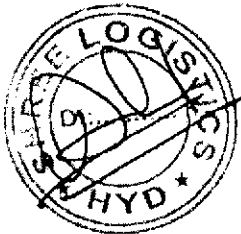
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.


We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

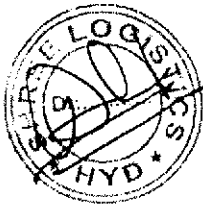
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
(All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies
since 1986 in the field of education

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

PEDAPATI SRIKANTH

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear PEDAPATI SRIKANTH,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms




PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

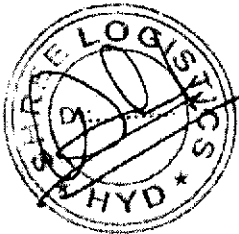
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

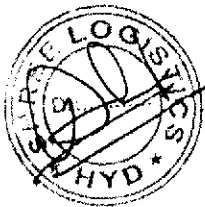
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable	19400	232800
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

UGGINA JAGADEESH

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear UGGINA JAGADEESH,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter, you agree

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

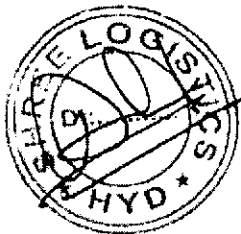
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT


- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

Attn: Copy



Shree Logistics

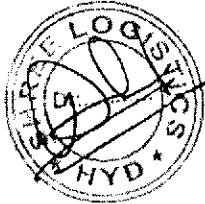
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

TADI VAMSI

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear TADI VAMSI,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree

Attested Copy

Signature of TADI VAMSI
Date: 25.06.2022



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever Including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Signature

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

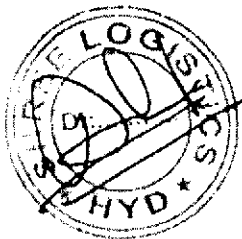
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Madhapur - 500027



Shree Group of Companies

Shree Logistics

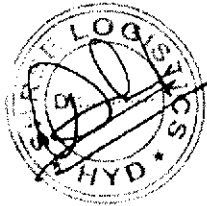
(Unit of Shree Group of Companies)

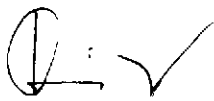
4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400




PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Vishakhapatnam - 530027



Shree Group of Companies
SHREE GROUP OF COMPANIES

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

SEERAPU RUPA ANANDA KRISHNA REDDY

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear SEERAPU RUPA ANANDA KRISHNA REDDY,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter, you agree

Allex Copy
PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIME KEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

Handwritten signature

Handwritten signature

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530002



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Ali...

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

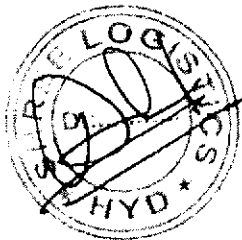
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS

Attached Copy

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narasim, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

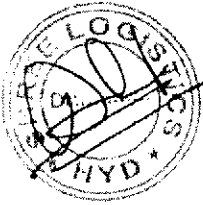
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSSSAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable Salary	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400
Cost to Company (CTC)	22400	268800



M. S. Kumar

[Signature]
PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Azico Biophore India Pvt. Ltd
425/3RT, Door No. 7-1-621/328
SR Nagar, Hyd-38, TS, INDIA
☎ +91-40-2381 0385 / 23705066
☎ +91-40-2381 2709

OFFER LETTER

Date: 5th September, 2022

GORLI MURALI
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear GORLI MURALI,

SUB: OFFER TO JOIN AS "Officer" for R&D Department at Azico Biophore India Private Limited, Visakhapatnam.

This is with reference to your application and subsequent Interview you had with us.

We are delighted to offer you a role as "Officer" for R&D Department (As discussed) this offer will be subjected to following:

1. You will receive a Total Annual Fixtd Gross of Rs.234,000/- PA [Rupees Two Lakhs Thirty Four Thousand Only]. The total Gross will be disbursed to you as per the prevailing rules and guidelines.
2. You are required to submit original educational certificates, Form 13 (If applicable) & Experience documents on your date of joining as part of joining compliance.
3. Upon joining, you will receive our appointment letter describing the terms and conditions of your employment.

Kindly let us have the duplicate copy of this offer letter within five days signed by you in token of your acceptance of our offer.

We lok forward to an enduring relationship with you.

For **AZICO BIOPHORE INDIA PRIVATE LIMITED**




Offer Acceptance

I have read and understand the terms and conditions stilted above and hereby signify my acceptance of this offer. My tentative Joining date is _____

Signature & Date : _____

Avinash Shrivari


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

GURUBILLI SANTOSH KUMAR

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear GURUBILLI SANTOSH KUMAR,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter, you agree

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 5



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
BAPPA, VISAKHA, TELANGANA - 501027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever Including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

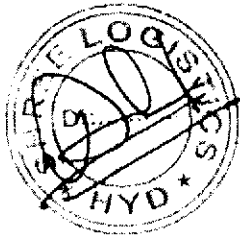
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530 027



Shree Group of Companies

Shree Logistics

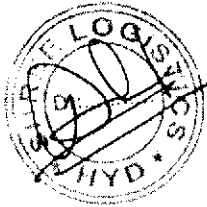
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



Handwritten signature

Handwritten signature
PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530021



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

SOMIREDDI PHANEENDRA

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear SOMIREDDI PHANEENDRA,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter, you agree


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 531 001



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Shree Group of Companies

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

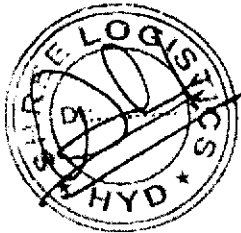
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.


We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

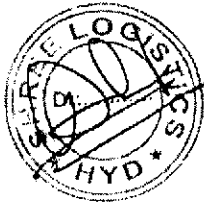
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Salary	19400	232800
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



Handwritten signature

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

POTHALA BANGARU NAIDU

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear POTHALA BANGARU NAIDU,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

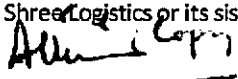
As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

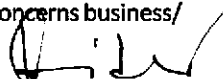
Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in 
PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

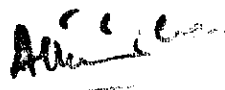
- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

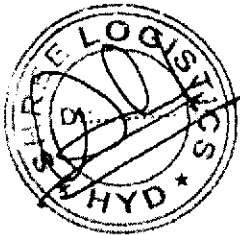
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

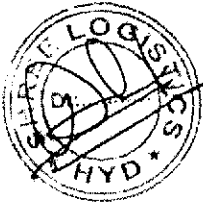
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

ADARI SHYAM SUNDAR

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear ADARI SHYAM SUNDAR,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

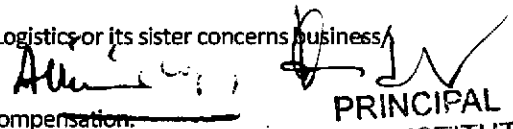
The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter you agree


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530002



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

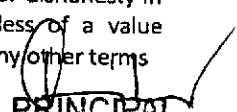
J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms




PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

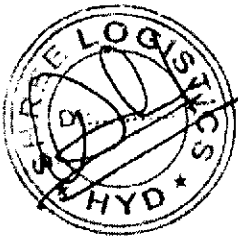
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT


- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

Attested Copy



Shree Group of Companies

Shree Logistics

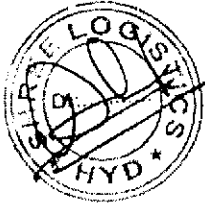
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
(All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable Salary	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

ANGA VINAY

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear ANGA VINAY,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter, you agree


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530021



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever Including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Aditya

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

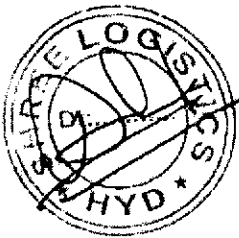
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS

PRINCIPAL

VISAKHA INSTITUTE OF

ENGINEERING & TECHNOLOGY

Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

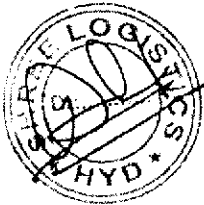
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
(All figures in INR)

Location: Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction - PF 12%	1800	21600
Deduction - ESIC 0.75%	0	0
Deduction - PT	200	2400
Net Pay (Gross Salary)	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

GUSIDI RAJKUMAR

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear GUSIDI RAJKUMAR,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

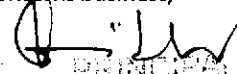
Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or Its sister concerns business/
unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter, you agree


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever Including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

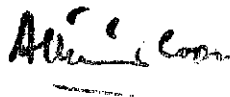
- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

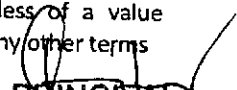
J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms




PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

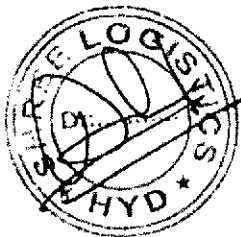
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

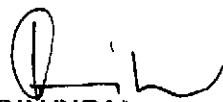
- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and Initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

Admission Copy



Shree Group of Companies

Shree Logistics

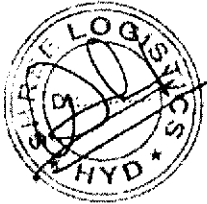
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
(All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Offer Letter

Date : June 21, 2022

Dear DUPPETI KALYAN,
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think & Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **July 21, 2022**. Your on boarding details will be communicated by BYJU'S On boarding Team post acceptance of the offer. In case you do not report at your job on or prior to **July 21, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Attested Copy

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

Deeptha A R
Head – Human Resources

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : June 21, 2022

Dear NADIGATLA PAVAN KUMAR,
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **July 21, 2022**. Your on boarding details will be communicated by BYJU'S On boarding Team post acceptance of the offer. In case you do not report at your job on or prior to **July 21, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Attn: Copy

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

Deeptha A R
Head – Human Resources

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances (if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : Tuesday, June 21, 2022

Dear Botcha Kiran Kumar,

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of Resolution Specialist-Customer Resolution at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the Student Experience department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (Annexure A). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is Friday, June 24, 2022. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to Friday, June 24, 2022, the offer shall be deemed to be rejected by you. Please accept this offer in our HR portal so that we can initiate your onboarding process. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than Friday, June 24, 2022, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Accepted Copy

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530021

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income

01-March-2022

TO

MR. BONDA MOHAN KUMAR
FLAT NO: 201, APEX FLATS
GOPALAPATNAM,
VISAKHAPATNAM(DT),
ANDHRA PRADESH-530 028.

Sub: Offer of appointment-Reg.

Dear MR. BONDA MOHAN KUMAR,

We are happy to inform you that you have successfully completed the training from 18-AUG-2022 to 03-OCT-2022 and pleased to offer you an appointment for the position of SOLUTION SUPPORT ENGINEER in SOLUTION SUPPORT DEPARTMENT of our organization. This appointment is effective from the date 01-April-2022. You will be responsible for accomplishing all the assigned tasks on time.

Herewith, we enclose the Terms & Conditions of appointment. After reading the terms & conditions carefully, you are required to return the duly signed copy of the Appointment Order accepting the terms & conditions.

We take pleasure in welcoming you and trust you will have many happy & mutually benefited years of service with Efftronics Systems Pvt. Ltd.

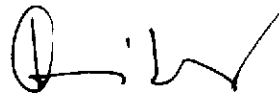
With regards,

For Efftronics Systems Pvt. Ltd.,

T. B. Sankar

(BHAVANI SANKAR TALLURI)

VICE-PRESIDENT

Attn: Copy 

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narasaraopeta, Visakhapatnam - 530027

Verified By
M. Ch. Lakshmi
ROBRODA

CIN: U51909AP1987PTC007554 | GST: 37AAAGE4879Q1ZT



Offer Letter

Date: JUNE 21, 2022

Dear ALIGI PRAKASH
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Welcome to BYJU'S!

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

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

Offer Details:

Designation:	Associate - Pre Sales
Department:	Business Development(51000000)
Employment Type:	Regular
Date of Joining:	July 21, 2022
Role Location:	Hyderabad

Compensation Details:

CTC per Annum:-	
Fixed Compensation:	400000 INR
Variable Compensation:	75000 INR
Variable Pay Frequency:	Annual

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

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes
4. Dues to company including loans and advances
5. Or any other applicable statutory deductions

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

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

Aligi Copy

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
88th Divison, Narava, Visakhapatnam

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

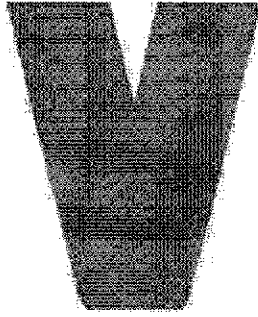
Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



VERZEO

01 March 2022

Dear PAILA PAVAN,
Visakha Institute of Engineering and Technology,
Narava, Visakhapatnam.

We congratulate you for being selected for a **3 Months Training** with Verzeo Edutech Pvt. Ltd. "At will basis" which can be extended. Please find the following confirmation of your Training :

Title: Business Development Trainee
Training Date: 10 March 2022 to 10 March 2022
OJT Start Date: 11 March 2022
OJT End Date: 11 April 2022

Stipend: **INR 17000 Per Month + INR 10000** as incentives (Subject to statutory deductions)
Target: **250000 INR per month.**

Please indicate your acceptance, by signing the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to the <acceptance@verzeo.com> within **2 working days from the receipt of this mail. The offer shall stand automatically withdrawn** without further action on the part of **VERZEO EDUTECH** if we do not receive your acceptance as per the mentioned timeline.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before **30 September 2021**.

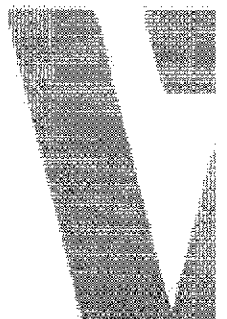
SIGNATURE: _____
(Candidate's Signature)

DATE: _____

VERZEO EDUTECH PVT. LTD.
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam

support@verzeo.com +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.
CIN : U80900KA2018PTC109500, GSTIN : 29AAGCV2536B1ZG, PAN : AAGCV2536B.





Offer Letter

Date: JUNE 21, 2022

Dear DALLI ROHIT TARUN SAI
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Welcome to BYJU'S!

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

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

Offer Details:

Designation:	Associate - Pre Sales
Department:	Business Development (51000000)
Employment Type:	Regular
Date of Joining:	July 21, 2022
Role Location:	Hyderabad

Compensation Details:

CTC per Annum:-	
Fixed Compensation:	400000 INR
Variable Compensation:	75000 INR
Variable Pay Frequency:	Annual

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

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional taxes
4. Dues to company including loans and advances
5. Or any other applicable statutory deductions

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

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

Attn: Copy

ADDITIONAL
MANAGER
BUSINESS DEVELOPMENT
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
88th Divison, Narava, Visakhapatnam - 530015

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

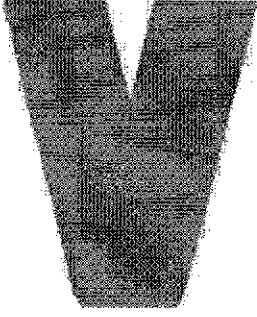
Annexure-B

Adhoc Allowances (if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Drive Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



VERZEO

01 March 2022

Dear JAGADEESH KUMAR KOMARA,
Visakha Institute of Engineering and Technology,
Narava, Visakhapatnam.

We congratulate you for being selected for a **3 Months** Training with Verzeo Edutech Pvt. Ltd. "At will basis" which can be extended. Please find the following confirmation of your Training :

Title: **Business Development Trainee**
Training Date: **10 March 2022 to 10 March 2022**
OJT Start Date: **11 March 2022**
OJT End Date: **11 April 2022**

Stipend: **INR 17000 Per Month + INR 10000 as incentives** (Subject to statutory deductions)
Target: **250000 INR per month.**

Please indicate your acceptance, by signing the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to the <acceptance@verzeo.com> within **2 working days from the receipt of this mail.** The offer shall stand automatically withdrawn without further action on the part of **VERZEO EDUTECH** if we do not receive your acceptance as per the mentioned timeline.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before **30 September 2021.**

SIGNATURE: _____
(Candidate's Signature)

DATE: _____

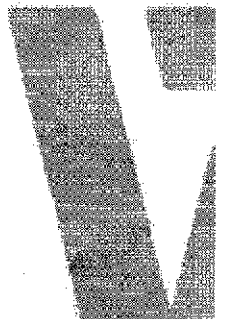
Attn: Copy

[Signature]
PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

✉ support@verzeo.com ☎ +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.

CIN : U80900KA2018PTC109500, GSTIN : 29AAGCV2536B1ZG, PAN : AAGCV2536B





Offer Letter

Date : June 21, 2022

Dear BALLAGUDIMELA JAYA SURYA,
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **July 21, 2022**. Your on boarding details will be communicated by BYJU'S On boarding Team post acceptance of the offer. In case you do not report at your job on or prior to **July 21, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Admission Copy

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

Deeptha A R
Head – Human Resources

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances (if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : June 21, 2022

Dear BAKKA VENKATESWARLU REDDY,
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think & Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **July 21, 2022**. Your on boarding details will be communicated by BYJU'S On boarding Team post acceptance of the offer. In case you do not report at your job on or prior to **July 21, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Attn: Copy

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

Deeptha A R
Head – Human Resources

Annexure-B

Adhoc Allowances (if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.



Cientra Tech Solution Private Limited

**MPAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore - 560 066.
Phone: 080- 67821350, Fax : 080 - 41157055**

Date: 05-August-2022

**CHUKKA NAVEEN,
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam**

SUB: OFFER LETTER

Dear CHUKKA NAVEEN,

This letter confirms our offer to you for a full-time position as **Verification Engineer I** with Cientra Tech Solution Private Limited (the "Company"). Following are the terms and conditions set forth: -

Date of Joining and Work Location

Your appointment will be effective from the date of your joining, which shall not be later than **30-August-2022**. You having been offered to work from our Bengaluru office. Any change in the Work location will be communicated to you accordingly. In case of your failure to join, this offer letter shall be withdrawn and cancelled automatically.

Role: -

You will carry out all the work and services that will be entrusted to you by the Company and shall devote your entire time and effort to the same. The Company has the right to depute your services to any other company or organization in similar or such other capacity as the Company may decide. Such deputation will be treated as continuation of your services with the Company.

Salary: -

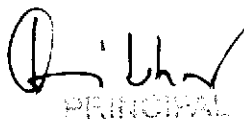
You will receive an Annual Base compensation of **INR 350000/- (Rupees Three Lakh Fifty Thousand Only)**, payable on a prorated monthly basis.

You will be entitled for **Relocation Reimbursement** of **INR 15000/- (Rupees Fifteen Thousand Only)**. It will be paid on actuals. The Relocation Reimbursement will be recovered from you if you leave the company on or before completion of one year from the date of joining

Your next Annual Performance Appraisal will be in **July 2023**. Post successful completion of annual performance review with satisfactory performance you will be eligible for a salary revision of **INR 550000 (Rupees Five Lakhs Fifty Thousand Only)** and similarly post satisfactory performance appraisal in **July 2024** your salary will revised to **750000 (Rupees Seven lakhs fifty thousand only)**. If you fail to perform as per expectations, then the organization will have sole discretion to take a decision on the continuation of employment with us.

The components of the compensation are illustrated in Annexure 1 of this letter ("Compensation Details"). The Compensation will be subject to the standard deductions as per the tax and other applicable statutory deductions normally to be mandatorily deducted by an employer in India.

All reasonable business expenses incurred by you in carrying out your duties shall be reimbursed on a monthly basis post submission of the actual bills to the finance team by filling the appropriate reimbursement forms capturing the expenses incurred by you. Post satisfactory evaluation of the bills submitted by you by the finance team will process the reimbursement. The Compensation details are confidential and should not to be disclosed to any person other than your immediate Reporting Manager or undersigned, in case you need clarifications.


PRINCIPAL

**VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027**



Cientra TechSolution Private Limited

**MFAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore – 560 066.
Phone: 080- 67821350, Fax : 080 – 41157055**

Pre-Employment Verification: -

Cientra reserves the right to verify your documents submitted by you during various stages of the interview and background through internal or external agencies. These may include your current / previous employment history, educational/professional credentials and other background checks. The Company reserves the right to withdraw this

offer at any time should there be any discrepancies in the details provided by you in your resume, during the interview against details obtained through reference and background checks.

Working Hours: -

You are expected to work for 9 hours per day including one-hour of lunch break. However, since employees may need to work at respective client place, you are expected to follow time schedules as per client suitability.

Probation and Separation of Employment: -

You will be on a probation for a period of six months from the actual date of your joining the Company or till the date you get deputed on the client's project. During the probation period, the Company or you may terminate your employment at any time by giving 30 days' notice or payment of gross salary in lieu thereof. Thereafter, your employment with the Company may be terminated at any time by you or the Company by giving three months' advance notice in writing or gross salary in lieu in accordance with the provisions of Separation/Notice period of the Employment Agreement which you would be executing at the time of your joining.

Leaves and Medical Insurance Benefits: -

You will be eligible for leaves and medical benefits in accordance with the Company policies.

Cientra Policies: -

You will be governed by the Company's policies which are in practice and implemented from time to time. Any amendments in the policies will be informed to you on a timely basis, and you are expected to abide and adhere to it.

We trust that you are pleased with our offer, and we look forward to having you join our team. We are greatly impressed by your caliber and special skills, and we are confident that your addition to our team will help us build a successful enterprise, while developing an excellent career for yourself.

We look forward to receiving your acceptance of this offer. If you have any questions, please do not hesitate to contact me or the HR Department.

Request you to please acknowledge the receipt of the offer letter and send us your formal acceptance of this offer letter over the email.

Thanking you.

Yours faithfully
For Cientra TechSolution Pvt. Ltd


Suhas Bhat

Authorized Signatory



Cientra TechSolution Private Limited

**MPAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore – 560 066.
Phone: 080-67821350, Fax: 080-41157055**

Date: 05-August-2022

**GORLI SUJINI,
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam**

SUB: OFFER LETTER

Dear GORLI SUJINI,

This letter confirms our offer to you for a full-time position as **Verification Engineer I** with Cientra Tech Solution Private Limited (the "Company"). Following are the terms and conditions set forth: -

Date of Joining and Work Location

Your appointment will be effective from the date of your joining, which shall not be later than **30-August-2022**. You having been offered to work from our Bengaluru office. Any change in the Work location will be communicated to you accordingly. In case of your failure to join, this offer letter shall be withdrawn and cancelled automatically.

Role: -

You will carry out all the work and services that will be entrusted to you by the Company and shall devote your entire time and effort to the same. The Company has the right to depute your services to any other company or organization in similar or such other capacity as the Company may decide. Such deputation will be treated as continuation of your services with the Company.

Salary: -

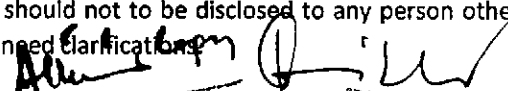
You will receive an Annual Base compensation of **INR 350000/- (Rupees Three Lakh Fifty Thousand Only)**, payable on a prorated monthly basis.

You will be entitled for **Relocation Reimbursement of INR 15000/- (Rupees Fifteen Thousand Only)**. It will be paid on actuals. The Relocation Reimbursement will be recovered from you if you leave the company on or before completion of one year from the date of joining

Your next Annual Performance Appraisal will be in **July 2023**. Post successful completion of annual performance review with satisfactory performance you will be eligible for a salary revision of **INR 550000 (Rupees Five Lakhs Fifty Thousand Only)** and similarly post satisfactory performance appraisal in **July 2024** your salary will revised to **750000 (Rupees Seven lakhs fifty thousand only)**. If you fail to perform as per expectations, then the organization will have sole discretion to take a decision on the continuation of employment with us.

The components of the compensation are illustrated in Annexure 1 of this letter ("Compensation Details"). The Compensation will be subject to the standard deductions as per the tax and other applicable statutory deductions normally to be mandatorily deducted by an employer in India.

All reasonable business expenses incurred by you in carrying out your duties shall be reimbursed on a monthly basis post submission of the actual bills to the finance team by filling the appropriate reimbursement forms capturing the expenses incurred by you. Post satisfactory evaluation of the bills submitted by you by the finance team will process the reimbursement. The Compensation details are confidential and should not to be disclosed to any person other than your immediate Reporting Manager or undersigned, in case you need clarification.


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 531137



Cientra TechSolution Private Limited

**MFAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore – 560 066.
Phone: 080 – 67821350, Fax : 080 – 41157055**

Pre-Employment Verification: -

Cientra reserves the right to verify your documents submitted by you during various stages of the interview and background through internal or external agencies. These may include your current / previous employment history, educational/professional credentials and other background checks. The Company reserves the right to withdraw this

offer at any time should there be any discrepancies in the details provided by you in your resume, during the interview against details obtained through reference and background checks.

Working Hours: -

You are expected to work for 9 hours per day including one-hour of lunch break. However, since employees may need to work at respective client place, you are expected to follow time schedules as per client suitability.

Probation and Separation of Employment: -

You will be on a probation for a period of six months from the actual date of your joining the Company or till the date you get deputed on the client's project. During the probation period, the Company or you may terminate your employment at any time by giving 30 days' notice or payment of gross salary in lieu thereof. Thereafter, your employment with the Company may be terminated at any time by you or the Company by giving three months' advance notice in writing or gross salary in lieu in accordance with the provisions of Separation/Notice period of the Employment Agreement which you would be executing at the time of your joining.

Leaves and Medical Insurance Benefits: -

You will be eligible for leaves and medical benefits in accordance with the Company policies.

Cientra Policies: -

You will be governed by the Company's policies which are in practice and implemented from time to time. Any amendments in the policies will be informed to you on a timely basis, and you are expected to abide and adhere to it.

We trust that you are pleased with our offer, and we look forward to having you join our team. We are greatly impressed by your caliber and special skills, and we are confident that your addition to our team will help us build a successful enterprise, while developing an excellent career for yourself.

We look forward to receiving your acceptance of this offer. If you have any questions, please do not hesitate to contact me or the HR Department.

Request you to please acknowledge the receipt of the offer letter and send us your formal acceptance of this offer letter over the email.

Thanking you.

Yours faithfully
For Cientra TechSolution Pvt. Ltd


Suhas Bhat

Authorized Signatory



Cientra TechSolution Private Limited

**MFAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore – 560 066.
Phone: 080- 67821350, Fax: 080 – 41157055**

Date: 05-August-2022

**GUMPINA MOHAN KRISHNA,
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam**

SUB: OFFER LETTER

Dear GUMPINA MOHAN KRISHNA,

This letter confirms our offer to you for a full-time position as **Verification Engineer I** with Cientra Tech Solution Private Limited (the "Company"). Following are the terms and conditions set forth: -

Date of Joining and Work Location

Your appointment will be effective from the date of your joining, which shall not be later than **30-August-2022**. You having been offered to work from our Bengaluru office. Any change in the Work location will be communicated to you accordingly. In case of your failure to join, this offer letter shall be withdrawn and cancelled automatically.

Role: -

You will carry out all the work and services that will be entrusted to you by the Company and shall devote your entire time and effort to the same. The Company has the right to depute your services to any other company or organization in similar or such other capacity as the Company may decide. Such deputation will be treated as continuation of your services with the Company.

Salary: -

You will receive an Annual Base compensation of **INR 350000/- (Rupees Three Lakh Fifty Thousand Only)**, payable on a prorated monthly basis.

You will be entitled for **Relocation Reimbursement** of **INR 15000/- (Rupees Fifteen Thousand Only)**. It will be paid on actuals. The Relocation Reimbursement will be recovered from you if you leave the company on or before completion of one year from the date of joining

Your next Annual Performance Appraisal will be in **July 2023**. Post successful completion of annual performance review with satisfactory performance you will be eligible for a salary revision of **INR 550000 (Rupees Five Lakhs Fifty Thousand Only)** and similarly post satisfactory performance appraisal in **July 2024** your salary will revised to **750000 (Rupees Seven lakhs fifty thousand only)**. If you fail to perform as per expectations, then the organization will have sole discretion to take a decision on the continuation of employment with us.

The components of the compensation are illustrated in Annexure 1 of this letter ("Compensation Details"). The Compensation will be subject to the standard deductions as per the tax and other applicable statutory deductions normally to be mandatorily deducted by an employer in India.

All reasonable business expenses incurred by you in carrying out your duties shall be reimbursed on a monthly basis post submission of the actual bills to the finance team by filling the appropriate reimbursement forms capturing the expenses incurred by you. Post satisfactory evaluation of the bills submitted by you by the finance team will process the reimbursement. The Compensation details are confidential and should not to be disclosed to any person other than your immediate Reporting Manager or undersigned, in case you need clarifications.



Cientra TechSolution Private Limited

**MPAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore – 560 066.
Phone: 080-67821350, Fax: 080 – 41157055**

Pre-Employment Verification: -

Cientra reserves the right to verify your documents submitted by you during various stages of the interview and background through internal or external agencies. These may include your current / previous employment history, educational/professional credentials and other background checks. The Company reserves the right to withdraw this

offer at any time should there be any discrepancies in the details provided by you in your resume, during the interview against details obtained through reference and background checks.

Working Hours: -

You are expected to work for 9 hours per day including one-hour of lunch break. However, since employees may need to work at respective client place, you are expected to follow time schedules as per client suitability.

Probation and Separation of Employment: -

You will be on a probation for a period of six months from the actual date of your joining the Company or till the date you get deputed on the client's project. During the probation period, the Company or you may terminate your employment at any time by giving 30 days' notice or payment of gross salary in lieu thereof. Thereafter, your employment with the Company may be terminated at any time by you or the Company by giving three months' advance notice in writing or gross salary in lieu in accordance with the provisions of Separation/Notice period of the Employment Agreement which you would be executing at the time of your joining.

Leaves and Medical Insurance Benefits: -

You will be eligible for leaves and medical benefits in accordance with the Company policies.

Cientra Policies: -

You will be governed by the Company's policies which are in practice and implemented from time to time. Any amendments in the policies will be informed to you on timely basis, and you are expected to abide and adhere to it.

We trust that you are pleased with our offer, and we look forward to having you join our team. We are greatly impressed by your caliber and special skills, and we are confident that your addition to our team will help us build a successful enterprise, while developing an excellent career for yourself.

We look forward to receiving your acceptance of this offer. If you have any questions, please do not hesitate to contact me or the HR Department.

Request you to please acknowledge the receipt of the offer letter and send us your formal acceptance of this offer letter over the email.

Thanking you.

Yours faithfully
For Cientra TechSolution Pvt. Ltd


Suhas Bhat

Authorized Signatory



Cientra TechSolution Private Limited

**MFAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore – 560 066.
Phone: 080- 67821350, Fax: 080 – 41157055**

Date: 05-August-2022

**ADIGARLA SRINIVAS,
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam**

SUB: OFFER LETTER

Dear ADIGARLA SRINIVAS,

This letter confirms our offer to you for a full-time position as **Verification Engineer I** with Cientra Tech Solution Private Limited (the "Company"). Following are the terms and conditions set forth: -

Date of Joining and Work Location

Your appointment will be effective from the date of your joining, which shall not be later than **30-August-2022**. You having been offered to work from our Bengaluru office. Any change in the Work location will be communicated to you accordingly. In case of your failure to join, this offer letter shall be withdrawn and cancelled automatically.

Role: -

You will carry out all the work and services that will be entrusted to you by the Company and shall devote your entire time and effort to the same. The Company has the right to depute your services to any other company or organization in similar or such other capacity as the Company may decide. Such deputation will be treated as continuation of your services with the Company.

Salary: -

You will receive an Annual Base compensation of **INR 350000/- (Rupees Three Lakh Fifty Thousand Only)**, payable on a prorated monthly basis.

You will be entitled for **Relocation Reimbursement** of **INR 15000/- (Rupees Fifteen Thousand Only)**. It will be paid on actuals. The Relocation Reimbursement will be recovered from you if you leave the company on or before completion of one year from the date of joining

Your next Annual Performance Appraisal will be in **July 2023**. Post successful completion of annual performance review with satisfactory performance you will be eligible for a salary revision of **INR 550000 (Rupees Five Lakhs Fifty Thousand Only)** and similarly post satisfactory performance appraisal in **July 2024** your salary will revised to **750000 (Rupees Seven lakhs fifty thousand only)**. If you fail to perform as per expectations, then the organization will have sole discretion to take a decision on the continuation of employment with us.

The components of the compensation are illustrated in Annexure 1 of this letter ("Compensation Details"). The Compensation will be subject to the standard deductions as per the tax and other applicable statutory deductions normally to be mandatorily deducted by an employer in India.

All reasonable business expenses incurred by you in carrying out your duties shall be reimbursed on a monthly basis post submission of the actual bills to the finance team by filling the appropriate reimbursement forms capturing the expenses incurred by you. Post satisfactory evaluation of the bills submitted by you by the finance team will process the reimbursement. The Compensation details are confidential and should not to be disclosed to any person other than your immediate Reporting Manager or undersigned, in case you need clarifications.

Adigarla Copy

ADIGARLA SRINIVAS
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam



Cientra TechSolution Private Limited

**MFAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPID Area, II Phase, Whitefield, Bangalore – 560 066.
Phone: 080- 67821350, Fax : 080 – 41157055**

Pre-Employment Verification: -

Cientra reserves the right to verify your documents submitted by you during various stages of the interview and background through internal or external agencies. These may include your current / previous employment history, educational/professional credentials and other background checks. The Company reserves the right to withdraw this

offer at any time should there be any discrepancies in the details provided by you in your resume, during the interview against details obtained through reference and background checks.

Working Hours: -

You are expected to work for 9 hours per day including one-hour of lunch break. However, since employees may need to work at respective client place, you are expected to follow time schedules as per client suitability.

Probation and Separation of Employment: -

You will be on a probation for a period of six months from the actual date of your joining the Company or till the date you get deputed on the client's project. During the probation period, the Company or you may terminate your employment at any time by giving 30 days' notice or payment of gross salary in lieu thereof. Thereafter, your employment with the Company may be terminated at any time by you or the Company by giving three months' advance notice in writing or gross salary in lieu in accordance with the provisions of Separation/Notice period of the Employment Agreement which you would be executing at the time of your joining.

Leaves and Medical Insurance Benefits: -

You will be eligible for leaves and medical benefits in accordance with the Company policies.

Cientra Policies: -

You will be governed by the Company's policies which are in practice and implemented from time to time. Any amendments in the policies will be informed to you on a timely basis, and you are expected to abide and adhere to it.

We trust that you are pleased with our offer, and we look forward to having you join our team. We are greatly impressed by your caliber and special skills, and we are confident that your addition to our team will help us build a successful enterprise, while developing an excellent career for yourself.

We look forward to receiving your acceptance of this offer. If you have any questions, please do not hesitate to contact me or the HR Department.

Request you to please acknowledge the receipt of the offer letter and send us your formal acceptance of this offer letter over the email.

Thanking you.

Yours faithfully
For Cientra TechSolution Pvt. Ltd


Suhas Bhat

Authorized Signatory

SANAPATHI RAJA

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear SANAPATHI RAJA,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

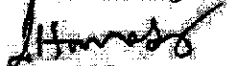
Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

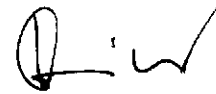
Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.

Attn: Copy



In addition, you will also be entitled to other Welfare Benefits as per prevailing policies:

Welfare Benefits	Details
Lunch and Transportation	Sponsored by Company
Marriage Gift	As per company policy
Festival Gifts	
Service Reward	
Car Purchase Policy	5% to 25% as per the designation and policy
GMC for Self, Spouse, 2 kids & Parents or Parents in Law. (Group Medical coverage)	INR 3 Lakhs per Annum + Top option * (Base Premium sponsored by the company)
GPAP Coverage (Group personal accidental policy)	20~30 lakhs based on Band (Premium sponsored by the company)
GTLI (Group Term Life Insurance)	20~30 lakhs based on Band (Premium sponsored by the company)
* Employees has a flexibility to avail top up option for additional 3 lakhs with payment of additional premium, i.e. on voluntary basis, at employee's cost.	

Annexure-B

1. All educational Certificates and mark sheets
 - o Xth Class Certificate & Marks Sheet
 - o XIIth Class Certificate & Marks Sheet
 - o Degree Consolidated marks sheet, Provisional and Convocation certificate
 - o Master's Degree Consolidated marks sheet, Provisional and Convocation
 - o Diploma / PG Diploma Certificates & Transcripts
 - o Any other Certificates with supporting documents
2. Recent Passport Size Photographs (with white background) - 4 Nos.
3. Copy of Valid Passport - (1 copy)
4. Photo copy of Pan Card - (2 copies)
5. Photo Copy of Aadhaar Card- (2 copies)

Annexure-C

01. Probation Period:

You will be on probation period for a period of one year from the date of joining. During the probation period, you will go through the training program, which will consist of classroom training and on-the-job training. Your confirmation will be based on your performance during the probation period and making positive contribution to the Company's objectives. Based on your performance and business requirements, period of probation can be extended for a further period of six months or part thereof. Your continued employment with the Company is subject to your meeting the qualifying criteria during and at the end of the probation period.

02. Service Agreement:

Our offer to you as Graduate Engineer Trainee (GET) is subjected to the execution of the necessary Service Agreement. You will be required to complete the formalities of the Service Agreement at the time of joining. The Service Agreement details the scope, terms and conditions of your employment and the contractual obligation to be with Mobis India from the date of your joining and up to a period of 3 years from the date of joining Mobis India Limited, Hyderabad. During your employment period, break of the service agreement will lead to legal procedure/financial impact or both.

Please note that the non-execution of Service Agreement at the time of your joining may result in denial to join in the services of the Company.

03. Date of Joining Extension

As per the Company policy, only one extension request in Date of Joining would be granted based on the medical exigencies. The extension can be done for a maximum period of one month from the initial date of joining.

Please note that any request for extension must be supported with documentary evidence (Medical records and certificate). The Company will review the documents provided on Case to Case basis and we may extend the Date of Joining based on business requirements. All such requests for the date of joining extension have to be made at least a week before the Initial date of joining. Granting this extension is solely at the discretion of the Company

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

Name in Capital Letters

Signature

Please note: - This is an offer letter and this will be null and void if the candidate did not accept the offer within the mentioned timeline. Original hard copy of the Appointment letter will be issued to the associate at the time of joining.

TANKALA SAI CHARAN

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear TANKALA SAI CHARAN,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

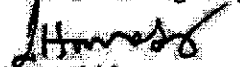
Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

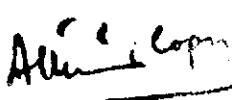
We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.


Alice Copin
VISA KHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

KOMMURI YETHENDRA VIGNESH
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear KOMMURI YETHENDRA VIGNESH,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

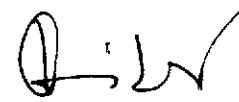
Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.

Attended Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

RAVI SHANKAR

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear RAVI SHANKAR,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

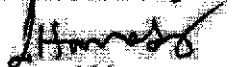
Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

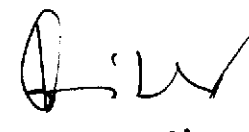
We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri L.
General Manager - HR
MOBIS India Ltd.

Admission Copy 

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530007

GADAGAMMA SASI BHUSHANA RAO
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear GADAGAMMA SASI BHUSHANA RAO,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.


Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

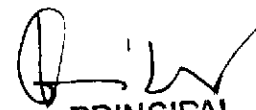
Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.

Attended Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

APALABATHULA PRASAD

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear APALABATHULA PRASAD,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.


Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.


Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri L
General Manager -HR
MOBIS India Ltd.

Attache Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 535007

CHIPPALA MANOHAR SAI

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear CHIPPALA MANOHAR SAI,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.


Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri L.
General Manager -HR
MOBIS India Ltd.

Attended Copy 

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530011

BONU KIRAN KUMAR

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear BONU KIRAN KUMAR,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

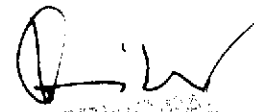
Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri L.
General Manager -HR
MOBIS India Ltd.

Allen's Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
88th Divison, Narava, Visakhapatnam - 531007

CHUCHUKONDA SAI KUMAR

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear CHUCHUKONDA SAI KUMAR,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.


Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.

Accepted Copy



15/08/2022

KONA NOOKA RAJU

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear KONA NOOKA RAJU,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

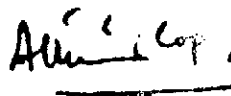
We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

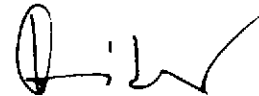
Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri L.
General Manager -HR
MOBIS India Ltd.





PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 500 081

Date: 23-06-2022

Name: VALLABHANENI RAVITEJA

Dear Mr. VALLABHANENI RAVITEJA

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

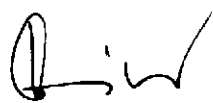
- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Atul K. Gupta

TALENTPRO FOUNDATION


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

IROTHI HARI KRISHNA

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear IROTHI HARI KRISHNA,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

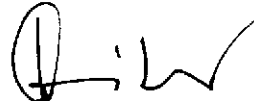
Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.

Attn: Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530 007

TAMADA RAVI

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear TAMADA RAVI,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.


Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.


We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 531 017

PENKE TARUN AKSHAY

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear PENKE TARUN AKSHAY,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.


Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.


Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.

Attested Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530007



Mobis India Limited

(Unit-2) Mobis Technical Centre of India
7th & 8th Floor (Part) of Building No : 12B
Sundew Properties Ltd (IT/ITES SEZ, Mindspace,
Madhapur Village, Serilingampally (M), R.R. Dist.,
Hyderabad - 500 081, Telangana State - INDIA
Website : www.oin.mobis.co.kr
Tel: +91-40-67203000 Fax: +91-40-67203099

BUDIDA SRI RAMA CHANDRA MURTHY KUMAR
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear BUDIDA SRI RAMA CHANDRA MURTHY KUMAR,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.


Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.


Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.

Attache Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530012

MODALAVALASA JEETHENDRASAI
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear MODALAVALASA JEETHENDRASAI,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.


Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

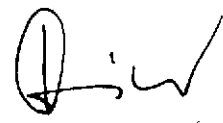
Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.

Attended Copy



THALABATHULA SURI SHANMUKHA
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear THALABATHULA SURI SHANMUKHA,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

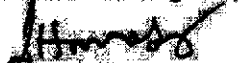
Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri L.
General Manager -HR
MOBIS India Ltd.

Attended Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

VEMPADA ARAVINDREDDY

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Offer Letter

Dear VEMPADA ARAVINDREDDY,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of Graduate Engineer Trainee (GET) with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before 15th August 2022.

Your Cost to company will be INR 4,50,000/- per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.


Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before 1st August 2022.

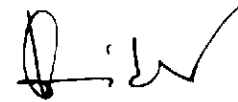
Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,


Hemadri.L
General Manager -HR
MOBIS India Ltd.

Admission Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530001

Date: 23-06-2022

Name: MOLLI VENKATA KIRAN

Dear Mr. **MOLLI VENKATA KIRAN**

Letter Of Intent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Atul Kopy

[Signature]

TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
[Address]

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: PILLA RAVI KUMAR

Dear Mr. PILLA RAVI KUMAR

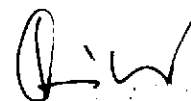
Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Attested Copy 

TALENTPRO FOUNDATION

ANANTAPUR, AP

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: PEDANAYUNI VIJAY

Dear Mr. PEDANAYUNI VIJAY

Letter Of Indent

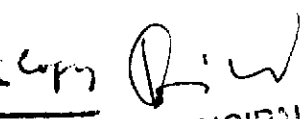
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****

TALENTPRO FOUNDATION


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 520027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend It will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: PALLELA KARTHIK

Dear Mr. PALLELA KARTHIK

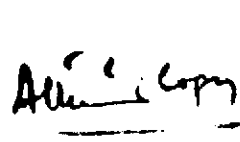
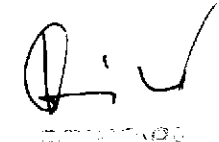
Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

TALENTPRO FOUNDATION

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend In the event:•
 - If you are found indulging in gainful employment with any third party and if you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: THATIPUDI CHANDRA SEKHAR

Dear Mr. THATIPUDI CHANDRA SEKHAR

Letter Of Indent

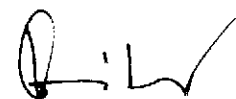
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Atkins Copy



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: SURLA GOVINDA

Dear Mr. SURLA GOVINDA

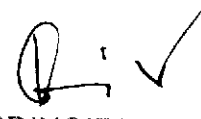
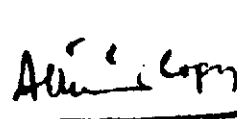
Letter Of Intent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Naravali, Visakhapatnam - 530017

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: SIRAGAM DILEEPKUMAR

Dear Mr. **SIRAGAM DILEEPKUMAR**

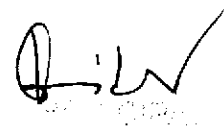
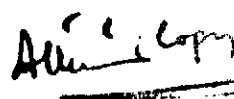
Letter Of Intent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****



TALENTPRO FOUNDATION

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms Intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: SARIPALLI GANGADHAR

Dear Mr. SARIPALLI GANGADHAR


Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 535 001

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: UPPARI VENUGOPAL

Dear Mr. UPPARI VENUGOPAL

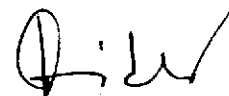
Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other thlrd parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****



TALENTPRO FOUNDATION

(Faint text, possibly a stamp or additional signature)

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: RAVADA DHANARAJU KUMAR

Dear Mr. RAVADA DHANARAJU KUMAR


Letter Of Intent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****



TALENTPRO FOUNDATION

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosures, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: YERIPILLI RAM BABU

Dear Mr. YERIPILLI RAM BABU

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on the followings:
 - a. Machine Skills
 - b. Personality Development and
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Atul K. Gupta

[Signature]

TALENTPRO FOUNDATION

PRINCIPAL
VISHVA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - (531139)

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: VASA JAIDEEP REDDY

Dear Mr. VASA JAIDEEP REDDY

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

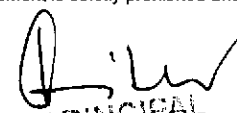
- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Atul's Copy

TALENTPRO FOUNDATION


PRINCIPAL
VISAHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530025

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

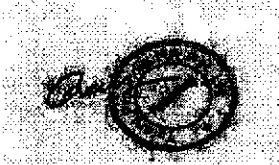
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: VADRA MADHU BHARGAV

Dear Mr. VADRA MADHU BHARGAV

Letter Of Indent

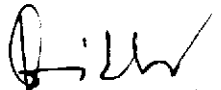
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****


TALENTPRO FOUNDATION


PRINCIPAL
TEKARVA INSTITUTE OF
COMPUTER GRAPHICS & TECHNOLOGY
BANGALORE, Visakhapatnam - 530011

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education (National Employability Enhancement Mission (NEEM)) Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

For TalentPro Foundation

Accepted and Agreed



(Authorized Signatory)

Signature and date:
(Authorized Signatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor, New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: BONTHU SATYA JAGADEESH

Dear Mr. BONTHU SATYA JAGADEESH

Letter Of Indent

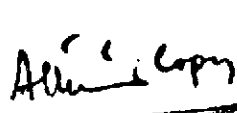
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

TALENTPRO FOUNDATION


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

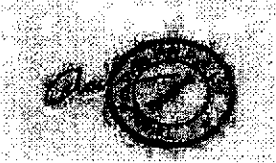
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

TALENTPRO FOUNDATION

Date: 23-06-2022

Name: GANTA TEJESWARA RAO

Dear Mr. GANTA TEJESWARA RAO

Letter Of Indent

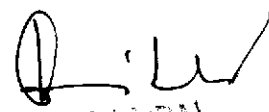
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****


TALENTPRO FOUNDATION


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

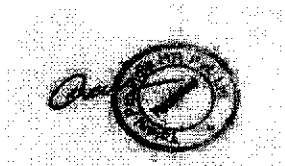
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: PYDIKONDALA SRI RAGHU VAMSI

Dear Mr. PYDIKONDALA SRI RAGHU VAMSI

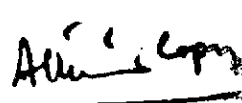
Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the Interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****



TALENTPRO FOUNDATION

HRSD P&L
HMIA INSTTUTE
SKILL TRAINING & TECHNOLOGY
Narasimhaiah Sakhapatnam - 524 101

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend It will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: RAKESH KUMAR RANJAN

Dear Mr. RAKESH KUMAR RANJAN

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.


TALENTPRO FOUNDATION


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 531 122

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:-
 - If you are found indulging in gainful employment with any third party and if you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: KARRI DILEEP

Dear Mr. KARRI DILEEP

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Handwritten signature of Karri Dileep

TALENTPRO FOUNDATION

Handwritten text and stamp

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.

- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.

- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: KASIMAHANTHI V S SARASHCHANDRA

Dear Mr. KASIMAHANTHI V S SARASHCHANDRA

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****



TALENTPRO FOUNDATION

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.


ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

For TalentPro Foundation

Accepted and Agreed

A circular stamp containing a handwritten signature in black ink.

(Authorized Signatory)

Signature and date:
(Authorized Signatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor, New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: BATTULA GANGA VENKATA VARA PRASAD

Dear Mr. BATTULA GANGA VENKATA VARA PRASAD
Letter Of Indent

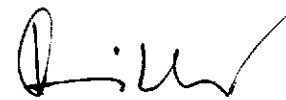
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Att: Copy



TALENTPRO FOUNDATION

PRINCIPAL
VEENAKHA INSTITUTE
POLYMER & TECHNOLOGY
Vasikha, Anantapur - 515101

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: LAKKARAJU ANIL KUMAR

Dear Mr. **LAKKARAJU ANIL KUMAR**

Letter Of Indent

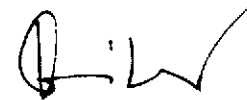
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Alankaraju Anil Kumar



TALENTPRO FOUNDATION

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

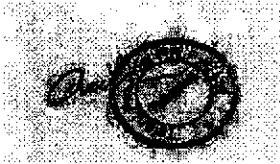
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: KOYYA UDAY KUMAR REDDY

Dear Mr. KOYYA UDAY KUMAR REDDY

Letter Of Indent

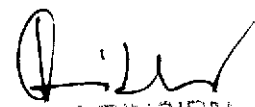
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Attested Copy



PRINCIPAL

TALENTPRO FOUNDATION

VISA MA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narasaraopeta, Vizianagaram - 530024

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.**

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

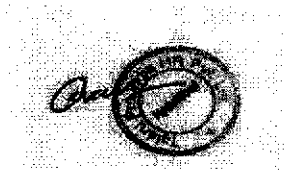
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

For TalentPro Foundation

Accepted and Agreed



(Authorized Signatory)

Signature and date:
(Authorized Signatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor, New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: MERUGU RAJA RAO

Dear Mr. **MERUGU RAJA RAO**

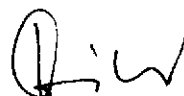
Letter Of Intent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Admission Copy 

TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
- Visakhapatnam - 530 015

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms Intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

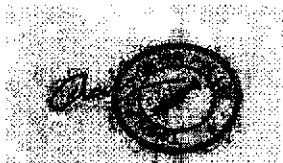
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: MOHAMMAD AARIF

Dear Mr. MOHAMMAD AARIF

Letter Of Indent

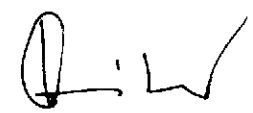
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****


TALENTPRO FOUNDATION


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narayana, Visakhapatnam - 531 020

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non-clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: BHOGI SRIKANTH

Dear Mr. BHOGI SRIKANTH

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Naraina, Visakhapatnam - 531 001

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

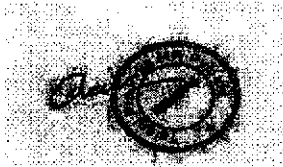
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: DESAMSETTI KASU BABU

Dear Mr. **DESAMSETTI KASU BABU**

Letter Of Intent

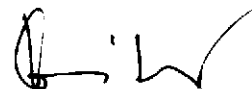
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****

Attest Copy



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Tirumala, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and if you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

For TalentPro Foundation

Accepted and Agreed



(Authorized Signatory)

Signature and date:
(Authorized Signatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor, New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: DADI ARUNKUMAR

Dear Mr. **DADI ARUNKUMAR**

Letter Of Indent

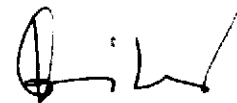
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****

Aditi Copy



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530 011

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - a. If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

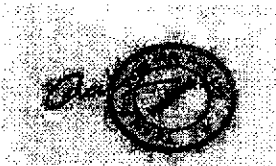
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: DUDI SAITEJA

Dear Mr. DUDI SAITEJA

Letter Of Indent

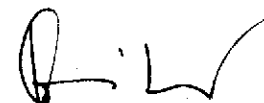
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Attested Copy



TALENTPRO FOUNDATION

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

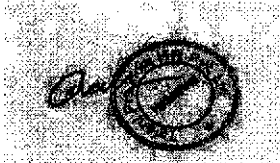
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: DOKKADA KALYAN

Dear Mr. **DOKKADA KALYAN**

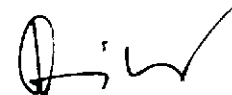

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022 and end date 01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Rajamahalingapuram, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:-
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

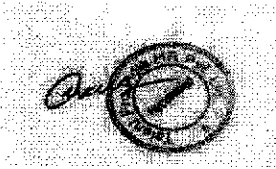
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

For TalentPro Foundation

Accepted and Agreed



(Authorized Signatory)

Signature and date:
(Authorized Signatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: GANAPATHIRAJU SUMANTH VARMA

Dear Mr. **GANAPATHIRAJU SUMANTH VARMA**

Letter Of Intent

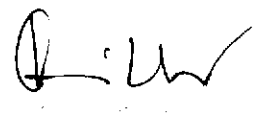
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, untill the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****


Aditi Kopy



TALENTPRO FOUNDATION

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: KANDREGULA SAI CHARAN

Dear Mr. **KANDREGULA SAI CHARAN**

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.

Alu Copy

J.W

TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:-
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: KAMPARA SAI KUMAR

Dear Mr. KAMPARA SAI KUMAR

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

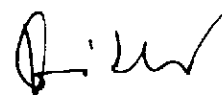
- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Atkins Copy

TALENTPRO FOUNDATION


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: AVUDURI YASWANTH

Dear Mr. AVUDURI YASWANTH

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****


TALENTPRO FOUNDATION


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend It will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

For TalentPro Foundation

Accepted and Agreed



(Authorized Signatory)

Signature and date:
(Authorized Signatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor, New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: TEELLA CHAITANYA KUMAR

Dear Mr. TEELLA CHAITANYA KUMAR

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

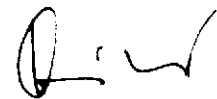
- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Atul Kopy

TALENTPRO FOUNDATION



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

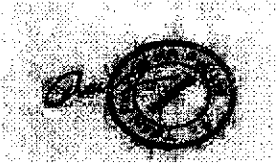
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified In this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: SINGAMPALLI RAVI KUMAR

Dear Mr. SINGAMPALLI RAVI KUMAR

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.

Attested Copy

TALENTPRO FOUNDATION


PRINCIPAL

**VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY**
Narava, Visakhapatnam - 530017

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:-
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms Intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

TALENTPRO FOUNDATION

Date: 23-06-2022

Name: SEERAPU DHARMA TEJA

Dear Mr. SEERAPU DHARMA TEJA

Letter Of Indent

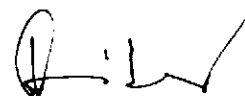
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Admission Copy



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

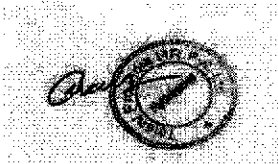
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

For TalentPro Foundation

Accepted and Agreed



(Authorized Signatory)

Signature and date:
(Authorized Signatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: GONDESI APPALA NARASIMHA REDDY

Dear Mr. GONDESI APPALA NARASIMHA REDDY

Letter Of Indent


We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Alumina copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

TALENTPRO FOUNDATION

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:-
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend It will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

For TalentPro Foundation

Accepted and Agreed



(Authorized Signatory)

Signature and date:
(Authorized Signatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor, New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: BOTCHA KIRAN KUMAR

Dear Mr. BOTCHA KIRAN KUMAR

Letter Of Indent

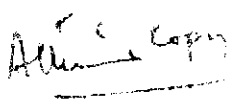
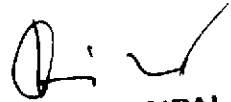
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on the followings:
 - a. Machine Skills
 - b. Personality Development and
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

TALENTPRO FOUNDATION



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Nersa, Visakhapatnam - 530024

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: MOHAMMED KHAJA

Dear Mr. MOHAMMED KHAJA

Letter Of Intent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:


- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Ali's Copy

TALENTPRO FOUNDATION


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: PENAGANTI NAVEEN

Dear Mr. PENAGANTI NAVEEN

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.

Atul Kopy

TALENTPRO FOUNDATION

[Signature]
PRINCIPAL

**VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY**
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: VANAPALLI BHANU CHANDU

Dear Mr. **VANAPALLI BHANU CHANDU**

Letter Of Intent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Perukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

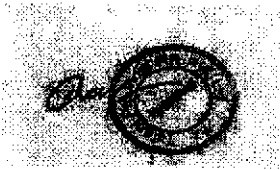
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: SIRISIPALLI UPENDRA

Dear Mr. SIRISIPALLI UPENDRA

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

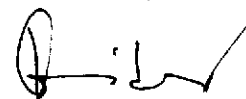
- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****



TALENTPRO FOUNDATION



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

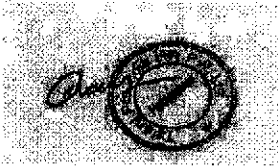
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: YELISETTI MADHANMOHAN

Dear Mr. YELISETTI MADHANMOHAN

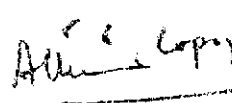
Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

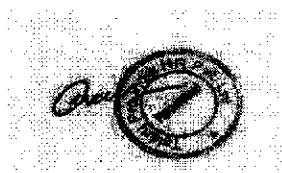
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: ANAPARTHI VINAY

Dear Mr. ANAPARTHI VINAY

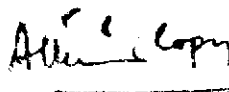
Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **



PRINCIPAL

TALENTPRO FOUNDATION

**VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY**
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

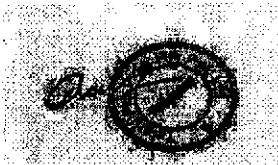
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend It will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

TALENTPRO FOUNDATION

Date: 23-06-2022

Name: BALIREDDY JITENDRA

Dear Mr. **BALIREDDY JITENDRA**

Letter Of Intent

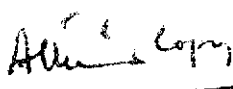

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****

TALENTPRO FOUNDATION



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:-
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: VANAPALLI BHANU CHANDU

Dear Mr. VANAPALLI BHANU CHANDU

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education (National Employability Enhancement Mission (NEEM)) Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

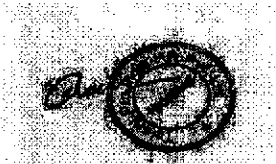
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: SIRISIPALLI UPENDRA

Dear Mr. SIRISIPALLI UPENDRA


Letter Of Intent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

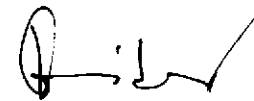
- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisons and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****



TALENTPRO FOUNDATION



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and if you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

TALENTPRO FOUNDATION

Date: 23-06-2022

Name: YELISETTI MADHANMOHAN

Dear Mr. YELISETTI MADHANMOHAN

Letter Of Intent

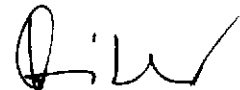
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Admission Copy



TALENTPRO FOUNDATION

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

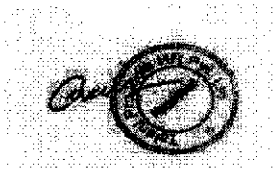
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

For TalentPro Foundation

Accepted and Agreed



(Authorized Signatory)

Signature and date:
(Authorized Signatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: ANAPARTHI VINAY

Dear Mr. ANAPARTHI VINAY

Letter Of Indent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****

Atin's Copy


PRINCIPAL

TALENTPRO FOUNDATION

**VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY**
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

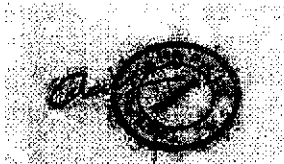
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

Date: 23-06-2022

Name: BALIREDDY JITENDRA

Dear Mr. **BALIREDDY JITENDRA**

Letter Of Intent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****

Adhikari Copy


PRINCIPAL

TALENTPRO FOUNDATION

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:-
 - If you are found indulging in gainful employment with any third party and if you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrolment under the NEEM scheme:**
 - o If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **



Cientra TechSolution Private Limited

**MPAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore - 560 066.
Phone: 080-67821350, Fax : 080 - 41157055**

Date: 05-August-2022

**MARRI LAVANYA,
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam**

SUB: OFFER LETTER

Dear **MARRI LAVANYA**,

This letter confirms our offer to you for a full-time position as **Verification Engineer I** with Cientra Tech Solution Private Limited (the "Company"). Following are the terms and conditions set forth: -

Date of Joining and Work Location

Your appointment will be effective from the date of your joining, which shall not be later than **30-August-2022**. You having been offered to work from our Bengaluru office. Any change in the Work location will be communicated to you accordingly. In case of your failure to join, this offer letter shall be withdrawn and cancelled automatically.

Role: -

You will carry out all the work and services that will be entrusted to you by the Company and shall devote your entire time and effort to the same. The Company has the right to depute your services to any other company or organization in similar or such other capacity as the Company may decide. Such deputation will be treated as continuation of your services with the Company.

Salary: -

You will receive an Annual Base compensation of **INR 350000/- (Rupees Three Lakh Fifty Thousand Only)**, payable on a prorated monthly basis.

You will be entitled for **Relocation Reimbursement of INR 15000/- (Rupees Fifteen Thousand Only)**. It will be paid on actuals. The Relocation Reimbursement will be recovered from you if you leave the company on or before completion of one year from the date of joining

Your next Annual Performance Appraisal will be in **July 2023**. Post successful completion of annual performance review with satisfactory performance you will be eligible for a salary revision of **INR 550000 (Rupees Five Lakhs Fifty Thousand Only)** and similarly post satisfactory performance appraisal in **July 2024** your salary will revised to **750000 (Rupees Seven lakhs fifty thousand only)**. If you fail to perform as per expectations, then the organization will have sole discretion to take a decision on the continuation of employment with us.

The components of the compensation are illustrated in Annexure 1 of this letter ("Compensation Details"). The Compensation will be subject to the standard deductions as per the tax and other applicable statutory deductions normally to be mandatorily deducted by an employer in India.

All reasonable business expenses incurred by you in carrying out your duties shall be reimbursed on a monthly basis post submission of the actual bills to the finance team by filling the appropriate reimbursement forms capturing the expenses incurred by you. Post satisfactory evaluation of the bills submitted by you by the finance team will process the reimbursement. The Compensation details are confidential and should not to be disclosed to any person other than your immediate Reporting Manager or undersigned, in case you need clarifications.

Attested Copy

**PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING AND TECHNOLOGY
Narava, Visakhapatnam - 530027**



Cientra TechSolution Private Limited

**MFAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore - 560 066.
Phone: 080-67821350, Fax : 080 - 41157055**

Pre-Employment Verification: -

Cientra reserves the right to verify your documents submitted by you during various stages of the interview and background through internal or external agencies. These may include your current / previous employment history, educational/professional credentials and other background checks. The Company reserves the right to withdraw this

offer at any time should there be any discrepancies in the details provided by you in your resume, during the interview against details obtained through reference and background checks.

Working Hours: -

You are expected to work for 9 hours per day including one-hour of lunch break. However, since employees may need to work at respective client place, you are expected to follow time schedules as per client suitability.

Probation and Separation of Employment: -

You will be on a probation for a period of six months from the actual date of your joining the Company or till the date you get deputed on the client's project. During the probation period, the Company or you may terminate your employment at any time by giving 30 days' notice or payment of gross salary in lieu thereof. Thereafter, your employment with the Company may be terminated at any time by you or the Company by giving three months' advance notice in writing or gross salary in lieu in accordance with the provisions of Separation/Notice period of the Employment Agreement which you would be executing at the time of your joining.

Leaves and Medical Insurance Benefits: -

You will be eligible for leaves and medical benefits in accordance with the Company policies.

Cientra Policies: -

You will be governed by the Company's policies which are in practice and implemented from time to time. Any amendments in the policies will be informed to you on timely basis, and you are expected to abide and adhere to it.

We trust that you are pleased with our offer, and we look forward to having you join our team. We are greatly impressed by your caliber and special skills, and we are confident that your addition to our team will help us build a successful enterprise, while developing an excellent career for yourself.

We look forward to receiving your acceptance of this offer. If you have any questions, please do not hesitate to contact me or the HR Department.

Request you to please acknowledge the receipt of the offer letter and send us your formal acceptance of this offer letter over the email.

Thanking you.

Yours faithfully
For Cientra TechSolution Pvt. Ltd


Suhas Bhat

Authorized Signatory



Shree Group of Companies
20000 20000 20000 20000 20000

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 01.03.2022

Dear BAINUBILLI LAXMI PRASAD,
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam , India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its ~~later~~ concerns business/
unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree.

Allex

Principal

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
88th Divison, Narava, Visakhapatnam - 531 022



Shree Group of Companies
REGD. OFFICE OF REGISTRARS

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.



Shree Group of Companies
We are strong, we are confident

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Description	Per month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC-3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400





Shree Group of Companies
DESIGNER: JAYDEV OF PRADEEPKUMAR

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

VEERLA BALAJI

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear VEERLA BALAJI,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter you agree

Attn: Copy

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530001



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

- A) PROBATION
- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
 - ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.
- B) PERSONAL SERVICES
- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.
- C) SICKNESS
- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
 - ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
 - iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.
- D) TIMEKEEPING
- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
 - ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.
- E) LEAVES AND HOLIDAYS
- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
 - ii) Holidays will be as the clients List of Holidays.
- F) LATE AND EARLY WORKING
- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.
- G) TRANSFER/SECONDMENT
- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms



PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

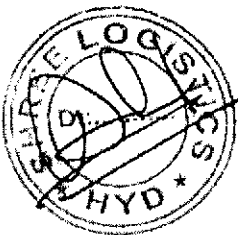
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.


We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

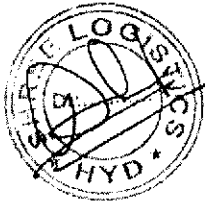
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
(All figures in INR)

Location: Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable Salary	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400
Net Payable Salary (Gross)	19200	230400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

CHERUKURI SANTOSH KUMAR

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Division, Narava, Visakhapatnam

Dear CHERUKURI SANTOSH KUMAR,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according to the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

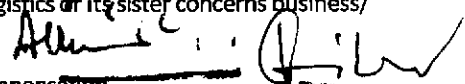
You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one month's consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and conditions in this letter, you agree


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

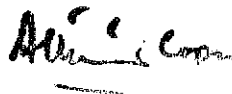
- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms



PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

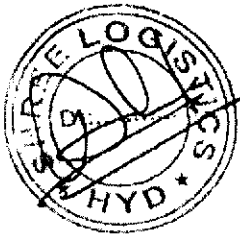
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.


We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

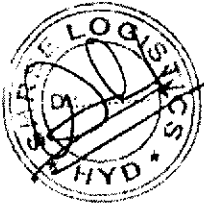
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



Handwritten signature

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

RANIMEKALA ESWAR

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear RANIMEKALA ESWAR,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, Information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics of its other concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree, Visakhapatnam - 530

Aditya K. Reddy
Aditya K. Reddy

[Signature]
PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Manish Kumar

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

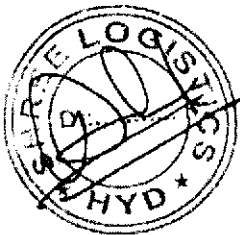
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

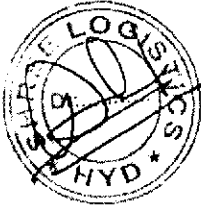
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure A
(All figures in INR)

Location: Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

DUNNA GOSAI VAMSI KRISHNA

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear DUNNA GOSAI VAMSI KRISHNA,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

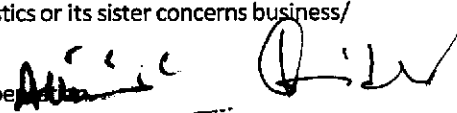
The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation

9. Please read all terms and conditions carefully; these terms and conditions in this letter; you agree


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530012.



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Ali's Co.

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

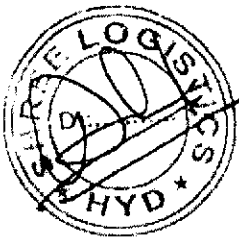
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

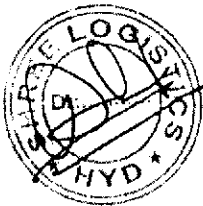
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure A
(All figures in INR)

Location: Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

TELUKULA SHIRISHA

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear TELUKULA SHIRISHA,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.


Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/ unit at the sole discretion of company with no additional compensation, **Visakhapatnam - 530 007**
9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530 007



Shree Group of Companies
SHREE GROUP OF COMPANIES

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.



Shree Group of Companies
SHREE GROUP OF COMPANIES

Shree Logistics

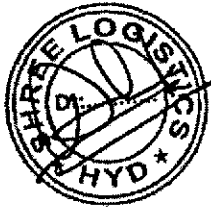
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.



Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400





Shree Group of Companies
Unit of Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

SUGGU LOKESWARA RAO

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear SUGGU LOKESWARA RAO,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation

9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

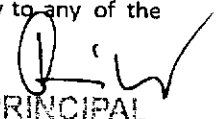
F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

Admission


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Atul Kumar

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

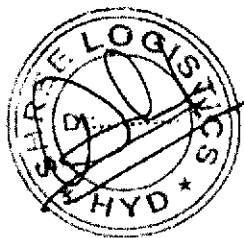
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

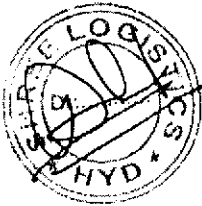
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
(All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable Salary	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

ANIMIREDDI LAKSHMI

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear ANIMIREDDI LAKSHMI,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam, India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

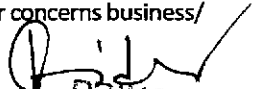
The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and conditions are given in this letter, you are


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

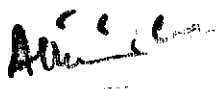
- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Atul Kumar

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

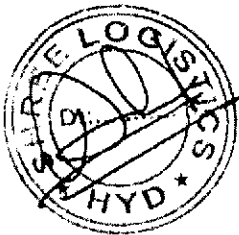
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

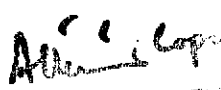
We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

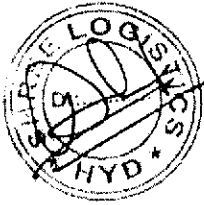
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction - PF 12%	1800	21600
Deduction - ESIC 0.75%	0	0
Deduction - PT	200	2400
Net Payable Salary	19400	232800
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



Handwritten signature

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies
Hyderabad - 500001

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 01.03.2022

Dear CHUKKA TULASI,

Dept. Of CSE

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam , India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/
unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree

Alum Copy

[Signature]

VISAKHA INSTITUTE OF
ENGINEERING AND TECHNOLOGY
Narava, Visakhapatnam - 531001



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam # 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

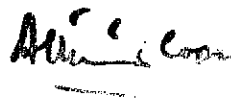
- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms



PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

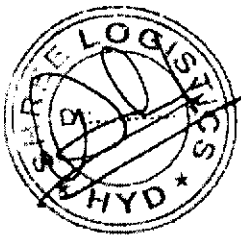
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.


We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

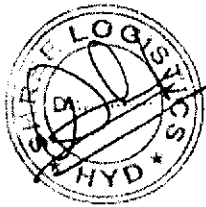
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
(All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies
SHREE GROUP OF COMPANIES

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 01.03.2022

Dear DOODI MANOHAR,
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam , India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter you agree

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 531127



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

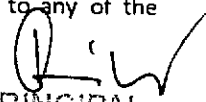
- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever Including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFEDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Atul K. Chavan

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

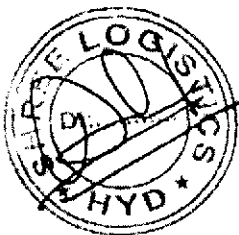
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

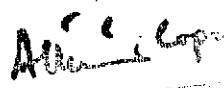
We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

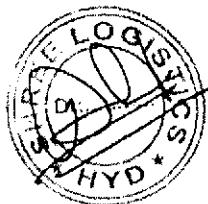
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable Salary	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



Signature

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies
SHREE GROUP OF COMPANIES

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 01.03.2022

Dear EPPILI HAMA,

Dept. Of CSE

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam , India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and conditions in this letter, you agree

Principal
VISAKHA INSTITUTE OF
ENGINEERING AND TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies
SREE GRUUP OF COMPANIES

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever Including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTILITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.



Shree Logistics

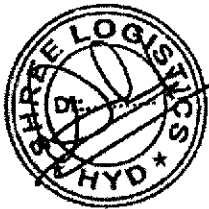
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
All figures in INR

Location : Vishakhapatanam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400





Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 01.03.2022

Dear MAJI ANITHA,
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree

MAJI ANITHA
DIRECT SALES REPRESENTATIVE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam - 530021



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

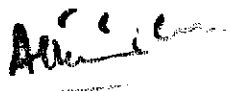
- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-I-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Allexi Coon

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

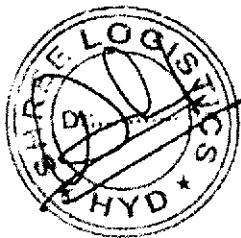
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.


We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

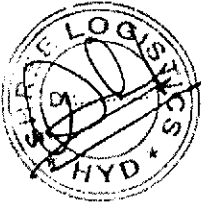
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure A
(All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable Salary	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 01.03.2022

Dear SURISSETY HEMALATA,
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam , India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/ unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Handwritten signature

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

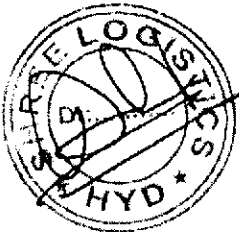
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.


We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

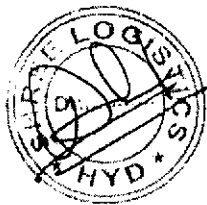
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 01.03.2022

Dear KUNDRAPU SUGUNA,
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam , India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree

Principal
VISAKHA INSTITUTE OF
ENGINEERING AND TECHNOLOGY
Narava, Visakhapatnam - 530002



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be In any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, Information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Atul Kumar

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

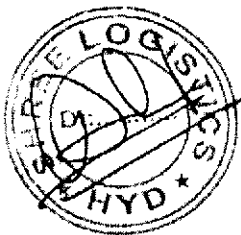
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.


We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL


VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

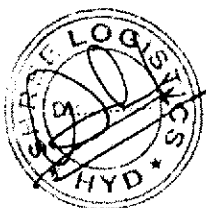
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A (All figures in INR)

Location: Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies
BANGALORE

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 01.03.2022

Dear PITANI SRAVANI,

Dept. Of CSE

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.

9. Please read all terms and conditions carefully; these terms and conditions are contained in this letter; you agree

Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

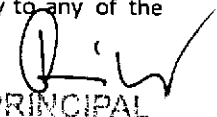
- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

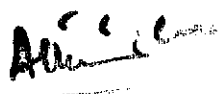
- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing in advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Atul Kumar

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

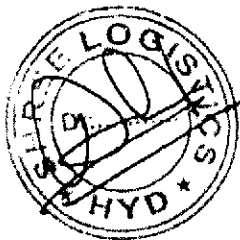
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

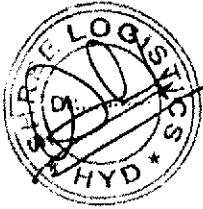
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure A (All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Net Payable Salary	19200	230400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 01.03.2022

Dear TUMMALA POORNIMA,
Dept. Of CSE
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatnam, India, with effect from the date of your joining, which shall not be later than, 31-03-2020 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation,

9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever Including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Atul Kumar

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

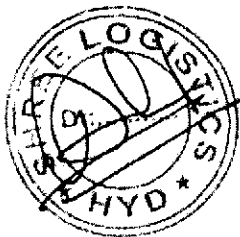
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

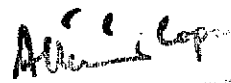
Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027





Shree Group of Companies

Shree Logistics

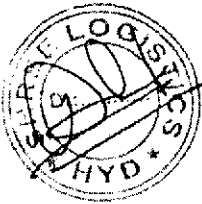
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
(All figures in INR)

Location : Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400




PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

Date: 23-06-2022

Name: GOLAGANI KRISHNA

Dear Mr. **GOLAGANI KRISHNA**

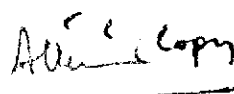
Letter Of Indent

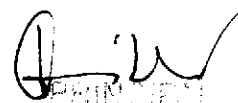
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **


Aditi Kopy


Principal

TALENTPRO FOUNDATION Narava, Visakhapatnam - 531 151
SARMA INSTITUTE OF
ENGINEERING & TECHNOLOGY

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold Talent Pro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize Talent Pro Foundation to make all payments required to be made to you by Talent Pro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- Talent Pro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
 - The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
 - On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
 - You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
 - The Stipend for a particular month shall be paid on or before the 10th of the following month.
 - **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate
- If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between Talent Pro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30, Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****



OFFER CUM APPOINTMENT LETTER FOR FIXED-TERM EMPLOYMENT

Pallela Karthik
26-54-11/1 Prasanthi Nagar, Old Gajuwaka, Visakhapatnam
Gajuwaka
530026
IN

Dear Pallela,

On behalf of Amazon Development Centre (India) Private Limited, a company incorporated under the laws of India, having its registered office at # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka India (hereinafter the "Company" or "Amazon India"), we are very pleased to issue this Offer cum Appointment Letter for Fixed-Term Employment for the position Transaction Risk Investigator attached to our Hyderabad office, as further detailed hereunder.

Your employment with the Company will be subject to your acceptance of this Offer cum Appointment Letter and the terms and conditions set forth hereinbelow. If you wish to accept this fixed-term employment with the Company, please convey your acceptance in the manner provided for by the Company. The offer of employment contained in this Offer cum Appointment Letter will expire if you have not accepted the same on or before 5 business days.

Upon your acceptance of the offer herein, this Offer cum Appointment Letter shall form the employment contract that is a valid and binding agreement of employment between Amazon India and you, and you shall be bound by the terms and conditions stipulated herein below.

1. Date of Commencement

Your fixed-term employment with Amazon India will commence on 14-Nov-2022 and shall end as per the provisions contained in Section 15 hereinbelow.

2. Probation

You shall be on probation for a period of 3 months ("Probation Period") from the date of joining. Your performance will be reviewed and evaluated at regular intervals during the Probation Period. Depending on the outcome of such evaluation/s, the Company may, at its

I

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th
Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka
India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :
U72200KA2004FTC034233

sole discretion, either (a) if your performance is found satisfactory, confirm your appointment; or (b) if your performance is found to be unsatisfactory, extend, in writing, the Probation Period by a further period of 3 more months or terminate your employment with Amazon India with immediate effect and without any advance or prior notice, and with no further liabilities to Amazon India, except for payment of remuneration up to the date of termination of employment.

3. Duties

- 3.1 You will be employed in the position of Transaction Risk Investigator. Your manager will advise you about your job responsibilities after your joining with us. You will be expected to do your job to the best of your ability at all times as per the job responsibilities advised by your manager at the time of joining or as amended from time to time, as well as such other tasks as may be required by Amazon India.
- 3.2 You will be required to comply with Amazon India's rules, regulations and policies from time to time in force, including, without limitation, those policies set out in Amazon India's Policies and Procedures, as communicated to you. Amazon India reserves the right to change Amazon India's Policies and Procedures from time to time at its sole discretion and you shall be bound by the same.
- 3.3 You acknowledge that during the course of your fixed-term employment, as the business of Amazon India changes, it may be necessary to rotate you in other departments / units. Amazon India therefore reserves the right to change your role and responsibilities from time to time at its sole discretion and without assigning any reason, it being understood that you will not be assigned responsibilities which you cannot reasonably perform.
- 3.4 Unless specified in writing, you shall not be authorised to enter into any contractual obligations on behalf of Amazon India or its affiliates including creating a lien (statutory or other), security interest, mortgage, pledge, assignment, encumbrance, chattel or conditional sale or other title retention agreement or any other financial obligations or otherwise on behalf of Amazon India or its affiliates.

4. Hours of Work

The normal business hours of work which will apply to you will be advised on commencement of employment. You may be required to work in shifts for different workhours or workdays during the week depending on the business or team that you may be working for. You will be advised by your manager or department about such requirements at the time of joining and thereafter, from time to time, as required. Certain business teams also operate on 24x7 basis and hence



may have rotational shifts or related requirements for their respective team members. Please refer to Amazon's Policies and Procedures for further details.

5. Place of Work

Unless considered necessary by Amazon India, you shall work from your home location in Virtual Location: INDCrp(TG,IN) or such other home address as Amazon India may approve from time to time ("Home Location") and shall match the residential address as updated by you on Amazon India systems. Amazon India's approval is necessary to ensure that the data and information security requirements applicable to your employment are being complied with at all times. The provisions of the Virtual Working Policy will be applicable while you will be working from such an approved Home Location. You may be required to travel and / or work at other locations, including Amazon India office premises / Amazon India directed office premises of a customer or client or at an affiliate's facilities based on business requirements. You can change your Home Location, however, in such a case you would also be required to inform Amazon India whenever there is a change in the address aforementioned and Amazon India reserves the right to either accept or reject such a change to ensure that data and information security requirements are being complied with and to this effect, Amazon India may require you to demonstrate your compliance with such requirements, the Virtual Working Policy or any other stipulations hereunder. It is clarified that while you can choose to work from the Home Location identified by you, Amazon India and/ or its affiliates shall not have any right or control over your Home location, however, subject to prior intimation, Amazon India can conduct audit and/ or inspection of your Home Location or the usage thereof for the purposes of your employment, to ensure that such Home Location or its usage is in compliance with the applicable Amazon India policy requirements and standards, to the extent applicable thereto. Amazon India and/ or its affiliates shall also not supply or receive or be deemed to supply and/or receive any goods and/ or service from or at your Home Location. Your employment with Amazon India shall be linked to Amazon India's office located at Ground to 10th floor, Jayabheri Orange, Towers, Sy No: 116 & 117, Road No: 02, Financial District, Nanakramguda Village, Ranga reddy district, Serilingampally Mandal Hyderabad-32 for administrative and reporting purposes and shall be subject to your adherence with the provisions of Virtual Working Policy.

Moreover, you should be aware that the Company and/or its affiliates have offices throughout the world and because of the nature of your duties, the Company has the right to transfer you from one section to another or from one unit to any other unit of the Company, its parent company or to any of its sister concerns, which are either existing or may be set up in future. The decision of the Company in this regard shall be final and binding on you.

6. Remuneration

3

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka, India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN : U72200KA2004FTC034233

- 6.1 Your Annual Base Pay will be Rs:350,000 per annum made payable in arrears in accordance with Amazon India's standard payroll practice and subject to all lawful deductions of income tax, provident fund contribution (if any), insurances or otherwise.
- 6.2 Your Base Pay is inclusive of both, the employer's and employee's provident fund contributions.
- 6.3 Amazon India has the right to deduct from your pay/salary any sums which you may owe Amazon India, including without limitation, any over-payments or loans made to you by Amazon India or any demand raised by any judicial or quasi-judicial authority for your acts or omissions and / or losses suffered by Amazon India as a result of your negligence or breach of the terms contained in this Offer cum Appointment Letter/Amazon India's Policies or your failure to return Amazon India's property.
- 6.4 You will be reimbursed for any reasonable expenses incurred by you in the course of the performance of your duties on behalf of Amazon India, subject to your compliance with the Expenses Policy contained in Amazon India's Policies and Procedures.

7. Contribution to Employees' Provident Fund

Amazon India will contribute to Employees' Provident Fund (EPF) as and when required by the Employees' Provident Funds and Miscellaneous Provision Act, 1952 read with the Employees' Provident Funds Scheme, 1952, and as further described in Amazon India's Policies and Procedures.

The Employees' Provident Fund Organization ('EPFO'), the statutory body established under Employees' Provident Funds and Miscellaneous Provisions Act, 1952, requires linking of the employee's Aadhaar details with their respective Universal Account Number ('UAN'). For this purpose and to enable Amazon India to make the EPF contributions, Amazon India will collect a copy of your e-aadhar, which needs to be uploaded by you on Amazon HRS tool prior to commencement of your employment with Amazon India. Foreign Nationals / Overseas Citizens of India shall be required to provide a copy of the first and last page of their valid passport for this purpose.

You acknowledge and provide your consent to Amazon India to use your aadhaar/e-aadhaar or passport (as the case may be) during the tenure of your employment with Amazon India for the purpose of any other requirement under a Government scheme or benefit that may mandate production of such documents as per the applicable law(s) and/or for Amazon India's compliance with its obligations under applicable law(s).

4

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th
Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka
India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :
U72200KA2004ETC034233

8. Leave

Amazon India will grant you leave as provided in Amazon India's Policies and Procedures. All leave scheduling and organisation will be arranged to ensure smooth business operation; your manager's approval is required prior to your scheduling or changing any leave.

9. Confidential Information and Confidentiality Obligations

9.1 "Confidential Information" means and includes any information that relates to the business of the Company that is not generally available to the public. Without limiting the foregoing, Confidential Information includes:

- (1) the identity of, contractual terms with, and any information relating to, the Company's business partners, customers, services, clients, sellers, agents, employees, contractors, investors, joint ventures, vendors, or suppliers and the terms on which the Company does business with each such entity, or generally;
- (2) computer code (including source code and object code) or software developed, modified, or used by the Company;
- (3) data of any sort compiled by the Company, including, but not limited to, data relating to products and services, advertising and marketing, and existing or prospective customers, clients, vendors, or business partners;
- (4) algorithms, procedures or techniques, or the essential ideas and principles underlying such algorithms, procedures or techniques, developed by, or whose workings are otherwise known to, the Company (but excluding any public domain algorithms, procedures, or techniques), whether or not such algorithms, procedures or techniques are embodied in a computer program, including, but not limited to, techniques for identifying prospective customers, communicating effectively with prospective or current customers, reducing operating costs, or increasing system reliability;
- (5) the fact that the Company uses, has used, or has evaluated for potential use any particular database, source of data, algorithm, procedure or technique, or the essential ideas and principles underlying such algorithm, procedure or technique, developed or supplied by a party other than the Company (including any algorithms, procedures or techniques in the public domain), whether or not such algorithms, procedures or techniques are embodied in a computer program;

5

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th
Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka
India

Tel. : +91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :
U72200KA2004FTC034233

amazon | Development Centre
India

- (6) pricing or marketing strategies developed, investigated, acquired (from a third party or otherwise), evaluated, modified, tested or employed by the Company, or any information related to, or that might reasonably be expected to lead to, the development of such strategies;
- (7) information about the Company's future plans, including, but not limited to, plans for expanding into new products, geographical areas, market segments, or services;
- (8) any information that would typically be included in the Company's financial statements, including, but not limited to, the amount of the Company's assets, liabilities, net worth, revenues, expenses, or net income;
- (9) the following information which shall hereinafter be referred to as the "Disclosure Information":
 - (a) any and all algorithms, procedures or techniques related to the Company's business activities or to your work with the Company, and the essential ideas and principles underlying such algorithms, procedures or techniques, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such algorithms, procedures or techniques are embodied in a computer program;
 - (b) any and all pricing or marketing strategies, the essential ideas and principles on which such strategies are based, and any information that might reasonably be expected to lead to the development of such strategies, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company;
 - (c) information relating to any and all products and services, and the essential ideas and principles underlying any and all products and services, conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, whether or not such products or services are marketed, sold, or provided by the Company; and

6

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th
Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka
India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN :
U72200KA2004FTC034233

- (d) any other ideas or information conceived, originated, adapted, discovered, developed, acquired by the Company (from a third party or otherwise), evaluated, tested, or applied by you during the course of your employment with the Company, if the idea or information could reasonably be expected to prove useful or valuable to the Company;
- (10) any other information gained in the course of your employment with the Company that could reasonably be expected to prove deleterious to the Company if disclosed to third parties, including without limitation, any information that could reasonably be expected to aid a competitor or potential competitor of the Company in competing more effectively with the Company;
- (11) any information received by the Company from third parties, whether or not under obligation of confidentiality;
- (12) any information derived from any of the above, including any intellectual property rights attached thereto; and
- (13) any copies of the above mentioned information.

9.2 Confidentiality Obligations:

- (1) You acknowledge that you have acquired and/or will acquire Confidential Information during the course of, or incident to, your employment with the Company, and that the ability of the Company to continue in business could be seriously jeopardized if such Confidential Information were to be used by you or by other persons or firms to compete with the Company. Accordingly, you agree that you shall not, directly or indirectly, at any time, during the term of your employment with the Company or at any time thereafter, and without regard to when or for what reason, if any, such employment shall terminate, use or cause to be used any Confidential Information in connection with any activity or business except the business of the Company, and shall not disclose or cause to be disclosed any Confidential Information to any individual, partnership, corporation, or other entity unless such disclosure has been specifically authorized in writing by the Company, or except as may be required by any applicable law or by order of a court of competent jurisdiction, or any regulatory or governmental body. Further, you agree that you will give the Company prompt notice of any such order/direction of a court/ regulatory or governmental body so that the Company may seek relief by way of a protective

7

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th
Floor, Dr. Rajkumar Road, Mallleshwaram (W) Bangalore - 560 055, Karnataka
India

Tel.: +91-80-67873000, Fax: +91-80-30071031/33 CIN :
U72200KA2004FTC034233

order or other appropriate remedy, and further will provide any assistance which the Company may reasonably require in order to secure such order or such remedy (with your expenses reasonably incurred in providing such assistance to be reimbursed by the Company). In the event such protective order or other remedy is not obtained, you shall furnish only that portion of the Confidential Information which is legally required by the governmental entity or regulatory authority; and will use reasonable efforts to obtain confidential treatment for any Confidential Information so disclosed.

- (2) During the course of your employment with the Company and at the date of termination thereof (hereinafter the "Date of Termination"), you shall promptly disclose and deliver over to the Company, without additional compensation, in writing, or in such form and manner as the Company may reasonably require, the Disclosure Information defined in Section 9.1(9) hereinabove, to the extent that such disclosure could reasonably be expected to be of interest to the Company.
- (3) Nothing in this Offer cum Appointment Letter shall be deemed to dilute or waive any rights related to the protection of trade secrets that the Company may have under common law or any applicable statutes.

10. Intellectual Property Rights

10.1 All patents, copyrights, trade secrets, trade/commercial names, proprietary rights, logos, slogans and all other intellectual property rights developed by or for the Company by any person, including but not limited to intellectual property rights relating to any and/or all of the Confidential Information, ("Intellectual Property Rights") shall be owned by the Company. For good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, you hereby agree to irrevocably, perpetually and unconditionally sell, assign, transfer and convey to the Company and its successors your entire right, title and interest in the Confidential Information and/or Intellectual Property Rights and any improvements thereto throughout the world, including, without limitation:

- (1) all patents, copyrights, trade secrets, trade/commercial names, logos, other proprietary rights and all other intellectual property rights in the Confidential Information and all rights to secure registrations, renewals and extensions of the same;

amazon | Development Centre
India

- (2) all rights to make, have made, use, practice, import, export and otherwise fully exploit the Confidential Information and any and all improvements that the Employee or Company may hereafter make or develop;
 - (3) all rights to file and prosecute applications for patent, copyright and all other intellectual property protection covering the Confidential Information and improvements thereon, and the processes and designs embodied therein, in India, the United States and in every other country and jurisdiction throughout the world;
 - (4) all rights under any patent, copyright and all other intellectual property which may be issued on the Confidential Information or the improvements thereon, and any processes and designs therein, and all rights to enjoy the same; and
 - (5) all documents, notes, notebooks, drawings, schematics, prototypes, magnetically encoded media, electronically stored information, or other materials related to the Confidential Information.
- 10.2 During the period of your employment with the Company and as may be reasonably necessary subsequent to your employment, you agree to cooperate with the Company as may be necessary to obtain patent, copyright and all other intellectual property protection for the Intellectual Property Rights and improvements thereto throughout the world and agree to do such further acts and execute and deliver to the Company such instruments as may be required to perfect, register or enforce the Company's ownership of the rights assigned, transferred or conveyed. If such cooperation is required after the Date of Termination, the Company shall compensate you at a reasonable rate for the time and related expenses actually spent by you at the Company's request. If you fail or refuse to execute any such instruments, you hereby appoint the Company as your attorney-in-fact to act on your behalf and to execute such instruments. This appointment shall be irrevocable and deemed to be a power coupled with an interest.
- 10.3 For the purposes of the assignment, transfer or conveyance referred to hereinabove, you acknowledge and covenant that your employment with the Company and the benefits received thereunder shall be treated as good and valuable consideration and that you are not entitled to any further consideration in any form or manner whatsoever in relation thereto.
- 10.4 Notwithstanding any other provision hereof to the contrary, this Offer cum Appointment Letter does not obligate you to assign or offer to assign to the Company any of your rights in an invention for which no equipment, supplies, facilities, Intellectual Property Rights, Confidential Information or trade secret information of the Company was used and which

9

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th
Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055, Karnataka
India

Tel. : + 91 - 80 - 6787 3000; Fax : +91 - 80 - 3007 1031 / 33 CIN :
U72200KA2004FTC034233

was developed entirely on your own time, unless (a) the invention relates (i) directly to the business of the Company, or (ii) to the Company's actual or demonstrably anticipated research or development, or (b) the invention results from or is related to, any work performed by you for the Company.

10.5 No Grant of Rights.

You agree that all rights, title and interest in the Intellectual Property Rights and Confidential Information shall be owned exclusively by the Company. Nothing herein contained shall be construed as a grant by implication, estoppel or otherwise, of a license of any kind by either you to the Company, or by the Company to you, for example, to make, have made, use or sell any product using the Intellectual Property Rights, Confidential Information, or as a license under any patent, patent application, utility model, copyright, mask work right, or any other intellectual property right.

11. Non-Solicitation

11.1 During your employment with the Company and for a period of 12 months from the date of termination thereof, you shall not solicit or cause or authorize, directly or indirectly, to be solicited for any competitive business, for or on behalf of any person or customer, or otherwise take any action that might divert the business or patronage of any customer from the Company, or otherwise damage or alienate the relationship between the Company and any customer, vendor or supplier; and

11.2 During your employment with the Company and for a period of 12 months thereafter, you shall not solicit or attempt to influence any person employed or engaged by the Company (whether as an employee, consultant, advisor or in any other manner) to terminate or otherwise cease such employment or engagement with the Company or become the employee of, or directly or indirectly offer services in any form or manner to, yourself or any person or entity which is a competitor of the Company.

12. Employee Data Protection

12.1 You authorize Amazon India to collect, process and transfer all personal employee-related information obtained by Amazon India for the purpose of proactively managing the employment relationship.

12.2 You further authorize the transfer to, and storage of, your personal information in the worldwide employee database currently located in Seattle, Washington, U.S.A. (or such other location as Amazon India determines from time to time). Human Resources and

selected management throughout the Amazon group worldwide will be authorised to access this database.

13. Provision of Equipment and Amazon's liability

13.1 Upon your execution of this Offer cum Appointment Letter, but prior to the date of commencement of your employment with Amazon India, Amazon India may provide you with certain equipment for official purposes only.

13.2 The said equipment shall be subject to the terms stipulated in this Offer cum Appointment Letter and the Virtual Working Policy, as well as all other Amazon policies that may be made applicable to you from time to time. Amazon India reserves the right to replace the equipment and take back old equipment as and when the need for the same arises.

13.3 You expressly agree that neither Amazon India, nor its officers or employees shall be responsible or liable for any loss, damage, injury or death caused to you, any member of your household / Home Location, or any third party whatsoever, either directly or indirectly arising out of, or caused due to, any of the equipment provided to you by Amazon India or used by you during the course of your employment. You hereby waive any and all claims, including claim for damages, against Amazon India, its officers and/or its employees relating to any injury / loss of life or mental agony arising out of any such incident. Even where you have been advised that such claims or right to make such claims exists against Amazon India, its officers and/or its employees, you hereby waive any and all such claims as well as the right to make such claims. You further agree that all claims of whatsoever nature in respect of the aforementioned loss, damage, injury and/or death shall be as against the manufacturer / vendor of the equipment only.

14. Exclusivity of Services

During your employment, you will be required to devote your full time, attention and abilities to your job duties during working hours, and to act in the best interests of Amazon India at all times. You shall not, without the written consent of Amazon India, be in any way directly or indirectly engaged or concerned in any other business or undertaking.

15. Termination of Employment

 | Development Centre
India

- 15.1 Your employment with Amazon India shall automatically end on 14-Nov-2023 unless terminated earlier as per the provisions of this Section.
- 15.2 Your employment may be terminated by either party by giving one month's written notice (exclusive of any leaves availed during the said period) or payment of one month salary in lieu of such notice period to the other party. Amazon India holds the right to accept or deny payment in lieu of the said one month notice.
- 15.3 Amazon India reserves the right to terminate your employment forthwith "for cause" without advance notice and without payment of severance, in the event you:
- (i) have been found guilty of any misconduct or indiscipline after due enquiry by Amazon India;
 - (ii) have violated or are in breach of any of the terms of this Offer cum Appointment Letter or Amazon India's Policies and Procedures;
 - (iii) have been grossly negligent, or have neglected your duties, or have underperformed your duties, or have performed your duties in a manner unacceptable to Amazon India;
 - (iv) have suppressed any information or submitted false information with the view to obtain employment in Amazon India;
 - (v) are convicted for any offence under any law for the time being in force in any jurisdiction;
 - (vi) commit any act detrimental to the interest of Amazon India;
 - (vii) abstain from work for seven consecutive days without informing Amazon India; and/or
 - (viii) have changed your Home Location mentioned in Section 5 above without prior approval from Amazon India.
 - (ix) and/or fail to report to Amazon India to commence your employment on the Date of Commencement mentioned in Clause 1 hereinabove.
 - (x) are in breach of any of the terms contained in the Confidentiality, Non-competition and Invention Assignment Agreement.
- 15.4 On the expiry or sooner termination of your employment for any reason whatsoever, you will return to Amazon India, without delay, all assets belonging to Amazon India, correspondence, records, specifications, models, notes, formulations, lists, papers, reports and other documents and all copies thereof and other property belonging to Amazon India or relating to its business affairs or dealing, including any Confidential Information and Intellectual Property Rights, which are in your possession or under your control. At Amazon India's option, you agree to provide a written certification of your compliance with this Section. Further, you agree to sign a termination certificate in accordance with Amazon

India's Policies and Procedures, which will reaffirm your compliance of your post-termination obligations, including return of Amazon India's property/properties and releasing Amazon India from all claims, liabilities and obligations. Where Amazon has made any excess payment to you as part of your relieving formalities, whether or not such excess payment is termed "Full and Final Settlement", you shall be obligated and liable to repay such excess amount forthwith upon being notified by Amazon.

16. Employee Benefits

You will be eligible to receive employee benefits as may be provided by Amazon India in Amazon India's Policies and Procedures. These are subject to change with or without prior notice for both existing and prospective employees. Revised policy will supersede any previous policy which would have been applicable and would have been communicated as part of offer letter.

17. New Hire Background Investigation

- 17.1 It is Amazon India's policy to investigate all its new hires. Your fixed-term employment is conditional upon the information contained in your application form and/or curriculum vitae being true and accurate, including (but not limited to) your educational and professional qualifications, the documents furnished by you being genuine, and upon reference checks to be conducted by Amazon India being successfully completed.
- 17.2 You authorise Amazon India to conduct such searches with government or enforcement authorities as are necessary to enable it to verify that you do not hold any criminal convictions.
- 17.3 In case you are waiting for the results of your examinations and you are hired prior to the same, your continued employment with Amazon India will be subject to passing the said examination and completing the course, failing which Amazon India reserves the right to take action including termination of your employment without notice.
- 17.4 In case your exams have been postponed due to Covid 19 situation, your continued employment will be contingent to your appearing for the exam and passing the same within a period of 6 months from the date of joining. Amazon India reserves the right to take action including termination of your employment without notice in case of failure to produce proof of passing within the said period.

18. Foreign Nationals



- 18.1 In case you are not an Indian national and, under any law, are required to obtain applicable visa / work permit / authorisation or permission from appropriate government authorities to work in India, you are required to ensure all such permissions are obtained before commencement of employment with Amazon India.
- 18.2 You are also required to ensure all future correspondence and permissions for continued stay and employment in the country as per the governing law are complied with at all times. If required, Amazon shall be at liberty to demand copies / originals of such permission.
- 18.3 It is made clear that possessing valid work permit / authorisation at all times of your employment is an inherent requirement of your employment with Amazon India. Any time after the execution of this Offer cum Appointment Letter, if it is found that you do not have required work permit / visa, Amazon India shall terminate your employment, without notice, with immediate effect, without any liability towards you.

19. Representations and Warranties

You hereby represent and warrant to the Company that:

- 19.1 the information furnished by you for the purpose of your employment with the Company is true and correct to the best of your information, knowledge and belief;
- 19.2 you shall not, during the course of your employment with the Company, use or disclose any document/s that in any way constitutes confidential, proprietary or trade secret information of a third party (including a former employer), except pursuant to written authorization by such third party to do so;
- 19.3 you are not in unauthorized possession or control of any document/s that in any way constitutes confidential, proprietary or trade secret information of a third party (including a former employer);
- 19.4 during the course of your employment with the Company, you will not violate any non-solicitation or similar agreements or obligations that you have with any third party; and
- 19.5 there are no other agreements executed by you with third parties that conflict with the terms and conditions of your employment with Amazon India or that restrict your ability to execute this Offer cum Appointment Letter;

- 19.6 You are aware that your employment is only for a limited, fixed duration and that you will not have the right, nor will you make a claim, to be inducted as permanent employee with Amazon India.
- 19.7 You recognize that the restrictions set forth in this Offer cum Appointment Letter may limit your future flexibility in many ways. You expressly acknowledge that (i) the limitations specified herein are fair and reasonable in view of the nature of the business in which the Company is engaged, your position with the Company, and your access to Confidential Information / Intellectual Property Rights; (ii) you are voluntarily entering into this Offer cum Appointment Letter, and (iii) in spite of the restraints imposed herein, you will be able to engage in other lawful professions, trades or businesses after termination of your employment with the Company. You recognize that your compensation is adequate consideration and acknowledge that you will not be subject to undue hardship or inconvenience by reason of your agreeing to the provisions contained herein.
- 19.8 You will abide by the terms and conditions contained in the Virtual Working Policy and Amazon's Owner's Manual during your employment with Amazon India.

20. Notices

All notices issued by you to the Company or by the Company to you shall be sent either by registered post, courier through a recognised courier service provider to your Home Location or by email transmission which shall be deemed to have been received the next working day provided the notice is also sent by registered post the next working day after email transmission.

21. Waiver

Failure of the Company to insist upon strict adherence of any term of this Offer cum Appointment Letter on any occasion/s shall not be considered a waiver thereof or deprive the Company of the right thereafter to insist upon strict adherence to that term or any other term of this Offer cum Appointment Letter.

22. Severability

The holding of any provision of this Offer cum Appointment Letter to be illegal, invalid, or unenforceable by a court of competent jurisdiction shall not affect any other provision hereof, which shall remain in full force and effect.

23. Assignment

Except as otherwise provided in this Section, this Offer cum Appointment Letter shall inure to the benefit of, and be binding upon you and your heirs, representatives, successors and assigns. Neither this Offer cum Appointment Letter nor any right or interest hereunder shall be assignable by you or your legal heirs, beneficiaries or legal representatives without the Company's prior written consent. This Offer cum Appointment Letter shall be assignable by the Company to a subsidiary or affiliate of the Company; or to any corporation, partnership, or other entity that may be organized by the Company, as a separate business unit in connection with the business activities of the Company; or to any corporation, partnership, or other entity resulting from the reorganization, merger or consolidation of the Company with any other corporation, partnership or other entity, or any corporation, partnership, or other entity to or with which all or any portion of the Company's business or assets may be sold, exchanged or transferred.

24. Employer – Employee Relationship

The relationship between the Company and you hereunder shall be solely that of an employer and employee and no modification of responsibility or compensation made hereinafter shall be construed so as to constitute the relationship of partners or joint ventures or so as to as to construe you as an independent contractor of the Company.

25. Liability for Breach

You acknowledge and accept that your breach of any of the terms contained in this Offer cum Appointment Letter or in Amazon India's Policies and Procedures may cause the Company irreparable harm for which there is no adequate remedy at law, and therefore, the Company shall be entitled to the issuance by a court of competent jurisdiction of an order of injunction, restraining order, or other equitable relief in favor of itself, without the necessity of posting a bond, restraining you from committing or continuing to commit any such violation. Exercise or waiver by the Company of its rights to obtain an injunction, restraining order, or other equitable relief hereunder shall not be deemed a waiver of any right to assert any other remedy the Company may have at law or in equity. In any legal action or other proceeding by the Company against you in connection with this Offer cum Appointment Letter (e.g., for recovery of damages or other relief), the Company will be entitled to recover its reasonable attorneys' fees and other costs incurred.

26. Authorization to Notify New Employer

You hereby grant consent to the Company to notify any of your new employer/s about your rights and obligations under this Offer cum Appointment Letter.

27. Governing Law and Jurisdiction

Your employment, and any disputes which may arise under, out of, or in connection with your employment, shall be governed by and construed in accordance with the laws of India; and the Courts having territorial jurisdiction over the registered office of the Company shall alone have exclusive jurisdiction to try and entertain such disputes to the exclusion of any other Courts situated elsewhere.

28. Agreement/Modifications

The terms described in this Offer cum Appointment Letter and Amazon India's Policies and Procedures will cumulatively constitute the terms of your employment, and shall supersede any previous discussions, offers or agreements relating to your employment, or to the subject matter hereof. Any additions to, deletions of, or modifications of these terms are valid and effective only if the same are carried out in writing and signed by you and an officer of Amazon India.

29. Headings

The Section headings appearing in this Offer cum Appointment Letter are used for convenience of reference only and shall not be considered a part of this Offer cum Appointment Letter or in any way modify, amend or affect the meaning of any of its provisions.

30. Survival

Your obligations under Sections 9, 10, 12, 13, 22, 23, 24, 26, 27, 28 and this section 31 hereof shall survive the termination of this Offer Cum Appointment Letter and of your employment with the Company.



You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of employment.

For and on behalf of Amazon Development Centre (India) Private Limited

AUTHORIZATION

By

Signed by: ZUBAIR CHISHTI
Date: 2022.11.03 16:41:02 +05:30
Location: India

ACCEPTANCE

I acknowledge receipt of this Offer cum Appointment Letter and, after reading and understanding the same, I accept Amazon India's offer of employment on the terms set out in this Offer cum Appointment Letter.



CIN: U73200TG2019PTC129507

MINDBRINK MEDIA PULSE PVT. LTD.

H NO: 7-1-57, ANAND BAG, S.R. NAGAR HYDERABAD, 500016

Letter of Employment

Dear **Mudili Dora Babu**,

Congratulations!!

Mind Brink Media Pulse Pvt. Ltd. is excited to bring you on board as **RESEARCH ANALYST**.

We're just a few formalities away from getting down to work. Please take the time to review our offer. It includes important details about your compensation, benefits and the terms and conditions of your anticipated employment with **Mind Brink Media Pulse Pvt. Ltd**

Mind Brink Media Pulse Pvt. Ltd is offering a full-time position for you as **RESEARCH ANALYST** starting on 1st June 2022 at our Hyderabad Office: AB Twin Towers, Besides ICICI Bank, Gunadala. The expected hours of work are 6 days of the week between 10 AM to 6 PM.

In this position, **Mind Brink Media Pulse Pvt. Ltd** is offering to start you at a remuneration of **INR 27,083/-** per month. This will be paid monthly in the first week of every month in equal monthly installments. The first three months of your service will be considered as a Probationary Period and upon successful completion of the period your position will be deemed to be confirmed by the Company and no formal intimation of confirmation shall be issued to you.

COMPENSATION BREAKUP (PER MONTH)	
BASIC	₹ 15,083.00
HOUSE RENT ALLOWANCE	₹ 8000.00
TRANSPORT ALLOWANCE	₹ 2000.00
FIXED ALLOWANCE	₹ 2000.00
NET SALARY/TOTAL	₹ 27,083.00

Please indicate your agreement with these terms and accept this offer by signing and dating this agreement.

Sincerely,

P.Rajeev
Manager – Talent Management
Email: hr@mindbrinkmedia.co.in



03-Jun-2022

Dear Ravipalli Tulasi,
B.Tech, Computer Science
Visakha Institute of Engineering & Technology,
Visakhapatnam

Candidate ID – 21469947

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 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 252,000/-**. This includes an annual target incentive of **INR 12,000 /-** 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.284,111/-**. This includes an annual target incentive of **INR 12,000/-** 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.

This offer of employment is subject to your fulfillment of other pre-requirements as detailed in this letter and other communications shared with you.

Please note:

1. This appointment is subject to satisfactory professional reference checks and you securing a minimum of **50% aggregate** (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.

This offer from Cognizant is valid for only **15 days** 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 (If offered to you) 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 (If offered to you):

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 (If offered to you):

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) (If offered to you) 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: Ravipalli Tulasi Designation: Programmer Trainee

Sl No	Description	Monthly	Yearly
1	Basic	6500	78,000
2	HRA	2600	31,200
3	Company's contribution of PF #	1476	17,712
4	Advance Statutory Bonus**	2000	24,000
5	Special Allowance*	5330	63,960
6	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions*	469	5,628
	Annual Gross Compensation		220,500
	Incentive indication (per annum)**		12,000
	Annual Total Compensation		232,500
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		252,000

Note: The Insurance amount may vary subject to market conditions from time to time.

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

Ravipalli Tulasi, 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

d. 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 Ravipalli Tulasi

Sign: _____
Name: _____

Sign: _____
Date: _____

PATRA

STRICTLY PRIVATE & CONFIDENTIAL

Date: 25-Jun-2022

To
Korrayi Gayatri,
visakhapatnam,
andhra pradesh,
India.

Dear Korrayi,

We are pleased to offer you the position of **Process Executive Trainee** at **Patra India BPO Services Pvt. Ltd.**, with a start date of **05-Jul-2022 (Tentative)**.

Your starting CTC will be **Rs. 176700.0 Per Annum**

We hope your careful consideration will result in a decision to join us.

Please note that this offer is conditional upon successful references.

A detailed salary structure and the employment conditions can be found in the Appointment agreement.

Kindly confirm your offer acceptance within 24 hours to talentacquisition@patracorp.net

We look forward to your joining and becoming a part of the **Patra India BPO Services Pvt. Ltd., Family**.

Authorized Signatory
Patra India BPO Services Pvt. Ltd.,



Kaustubh Avhale
AGM - Human Resources



CIN: U73200TG2019PTC129507
MINDBRINK MEDIA PULSE PVT. LTD.
H NO: 7-1-57, ANAND BAG, S.R. NAGAR HYDERABAD, 500016

Letter of Employment

Dear **ML Apoorva**,

Congratulations!!

Mind Brink Media Pulse Pvt. Ltd. is excited to bring you on board as **RESEARCH ANALYST**.

We're just a few formalities away from getting down to work. Please take the time to review our offer. It includes important details about your compensation, benefits and the terms and conditions of your anticipated employment with **Mind Brink Media Pulse Pvt. Ltd**

Mind Brink Media Pulse Pvt. Ltd is offering a full-time position for you as **RESEARCH ANALYST** starting on 1st June 2022 at our **Wjayawada Office: AB Twin Towers, Besides ICICI Bank, Gunadala**. The expected hours of work are 6 days of the week between 10 AM to 6 PM.

In this position, **Mind Brink Media Pulse Pvt. Ltd** is offering to start you at a remuneration of **INR 27,083/-** per month. You will be paid monthly in the first week of every month in equal monthly installments. The first three months of your service will be considered as a Probationary Period and upon successful completion of the period, your position will be deemed to be confirmed by the Company and no formal intimation of confirmation shall be issued to you.

COMPENSATION BREAKUP (PER MONTH)	
BASIC	₹ 15,083.00
HOUSE RENT ALLOWANCE	₹ 8000.00
TRANSPORT ALLOWANCE	₹ 2000.00
FIXED ALLOWANCE	₹ 2000.00
NET SALARY (TOTAL)	₹ 27,083.00

Please indicate your agreement with these terms and accept this offer by signing and dating this agreement.

Sincerely,

P.Rajeev
Manager – Talent Management
Email: hr@mindbrinkmedia.co.in



CIN: U73200TG2019PTC129507

MINDBRINK MEDIA PULSE PVT. LTD.

H NO: 7-1-57, ANAND BAG, S.R. NAGAR HYDERABAD, 500016

Letter of Employment

Dear **Sai Gowtham Reddy Gurrala**,

Congratulations!!

Mind Brink Media Pulse Pvt. Ltd. is excited to bring you on board as **DATA ANALYST**.

We're just a few formalities away from getting down to work. Please take the time to review our offer. It includes important details about your compensation, benefits and the terms and conditions of your anticipated employment with **Mind Brink Media Pulse Pvt. Ltd**

Mind Brink Media Pulse Pvt. Ltd. is offering a full-time position for you as **DATA ANALYST** starting on 1st June 2022 at our Vijayawada Office, AB Twin Towers, Besides ICICI Bank, Gunadala. The expected hours of work are 6 days of the week between 10 AM to 6 PM.

In this position, **Mind Brink Media Pulse Pvt. Ltd.** is offering to start you at a remuneration of **INR 29166/-** per month. You will be paid monthly in the first week of every month in equal monthly installments. The first three months of your service will be considered as a Probationary Period and upon successful completion of the period, your position will be deemed to be confirmed by the Company and no formal intimation of confirmation shall be issued to you.

COMPENSATION BREAKUP (PER MONTH)	
BASIC	₹ 17,166.00
HOUSE RENT ALLOWANCE	₹ 8000.00
TRANSPORT ALLOWANCE	₹ 2000.00
FIXED ALLOWANCE	₹ 2000.00
NET SALARY TOTAL	₹ 29166.00

Please indicate your agreement with these terms and accept this offer by signing and dating this agreement.

Sincerely,

P.Rajeev
Manager – Talent Management
Email: hr@mindbrinkmedia.co.in



CIN: U73200TG2019PTC129507

MINDBRINK MEDIA PULSE PVT. LTD.

H NO: 7-1-57, ANAND BAG, S.R. NAGAR HYDERABAD, 500016

Letter of Employment

Dear Jammu Siva Sankar,

Congratulations!!

Mind Brink Media Pulse Pvt. Ltd. is excited to bring you on board as **RESEARCH ANALYST**.

We're just a few formalities away from getting down to work. Please take the time to review our offer. It includes important details about your compensation, benefits and the terms and conditions of your anticipated employment with **Mind Brink Media Pulse Pvt. Ltd**

Mind Brink Media Pulse Pvt. Ltd is offering a full-time position for you as **RESEARCH ANALYST** starting on 1st June 2022 at our Hyderabad Office: AB Twin Towers, Besides ICICI Bank, Gunadala. The expected hours of work are 6 days of the week between 10 AM to 6 PM.

In this position, **Mind Brink Media Pulse Pvt. Ltd** is offering to start your remuneration of **INR 27,083/-** per month. You will be paid monthly in the first week of every month in equal monthly installments. The first three months of your service will be considered as a Probationary Period and upon successful completion of the period your position will be deemed to be confirmed by the Company and no formal intimation of confirmation shall be issued to you.

COMPENSATION BREAKUP (PER MONTH)	
BASIC	₹ 15,083.00
HOUSE RENT ALLOWANCE	₹ 8000.00
TRANSPORT ALLOWANCE	₹ 2000.00
FIXED ALLOWANCE	2000.00
NET SALARY TOTAL	27,083.00

Please indicate your agreement with these terms and accept this offer by signing and dating this agreement.

Sincerely,

P.Rajeev
Manager – Talent Management
Email: hr@mindbrinkmedia.co.in



MINDBRINK MEDIA PULSE PVT. LTD.

H NO: 7-1-57, ANAND BAG, S.R. NAGAR HYDERABAD, 500016

CIN: U73200TG2019PTC129507

Letter of Employment

Dear Lavanya Samoju,

Congratulations!!

Mind Brink Media Pulse Pvt. Ltd. is excited to bring you on board as **RESEARCH ANALYST**.

We're just a few formalities away from getting down to work. Please take the time to review our offer. It includes important details about your compensation, benefits and the terms and conditions of your anticipated employment with **Mind Brink Media Pulse Pvt. Ltd**

Mind Brink Media Pulse Pvt. Ltd is offering a full-time position for you as **RESEARCH ANALYST** starting on 1st June 2022 at our Vijayawada Office: AB Twin Towers, Besides ICICI Bank, Gunadala. The expected hours of work are 6 days of the week between 10 AM to 6 PM.

In this position, Mind Brink Media Pulse Pvt. Ltd is offering to start you at a remuneration of **INR 29166/-** per month. You will be paid monthly in the first week of every month in equal monthly installments. The first three months of your service will be considered as a Probationary Period and upon successful completion of the period your position will be deemed to be confirmed by the Company and no formal intimation of confirmation shall be issued to you.

COMPENSATION BREAKUP (PER MONTH)	
BASIC	₹ 17,166.00
HOUSE RENT ALLOWANCE	₹ 8000.00
TRANSPORT ALLOWANCE	₹ 2000.00
FIXED ALLOWANCE	₹ 2000.00
NET SALARY TOTAL	₹ 29166.00

Please indicate your agreement with these terms and accept this offer by signing and dating this agreement.

Sincerely,

P.Rajeev
Manager – Talent Management
Email: hr@mindbrinkmedia.co.in



CIN: U73200TG2019PTC129507

MINDBRINK MEDIA PULSE PVT. LTD.
H NO: 7-1-57, ANAND BAG, S.R. NAGAR HYDERABAD, 500016

Letter of Employment

Dear Lavanya Pemmadi,

Congratulations!!

Mind Brink Media Pulse Pvt. Ltd. is excited to bring you on board as **ANALYST**.

We're just a few formalities away from getting down to work. Please take the time to review our offer. It includes important details about your compensation, benefits and the terms and conditions of your anticipated employment with **Mind Brink Media Pulse Pvt. Ltd**

Mind Brink Media Pulse Pvt. Ltd is offering a full-time position for you as **ANALYST** starting on 1st June 2022 at our Hyderabad Office, Dharam Villa, Anand Bag, SR Nagar. The expected hours of work are 6 days of the week between 10 AM to 6 PM.

In this position, **Mind Brink Media Pulse Pvt. Ltd** is offering to start you at a remuneration of **INR 25,000/-** per month. You will be paid monthly in the first week of every month in equal monthly installments. The first three months of your service will be considered as a Probationary Period and upon successful completion of the period, your position will be deemed to be confirmed by the Company and no formal intimation of confirmation shall be issued to you.

COMPENSATION BREAKUP (PER MONTH)	
BASIC	₹ 15,000.00
HOUSE RENT ALLOWANCE	₹ 6000.00
TRANSPORT ALLOWANCE	₹ 2000.00
FIXED ALLOWANCE	₹ 2000.00
NET SALARY / TOTAL	₹ 25,000.00

Please indicate your agreement with these terms and accept this offer by signing and dating this agreement.

Sincerely,

P.Rajeev
Manager – Talent Management
Email: hr@mindbrinkmedia.co.in

MOSCHIP

01 June 2012

Dear Sir/Ms/Msmt. *Satya Veda Kalanaga*

One of the most important goals of Moschip is to attract and retain the best talent. It is our pleasure to offer you a position of *Senior Design Engineer* with the company on *1st July 2012*.

Your monthly salary of *₹ 2,50,000* per month is a stipend. Your training is expected to end in six months from your date of joining. However, at the sole discretion of the company, the duration of the trainee period may be extended or terminated without advance notice.

During the training period, you will have access to confidential business information belonging to the company. We will give you a trainee card. You acknowledge that you must keep all the information strictly confidential and not disclose it to anyone outside the company. In addition, during the training period, you will immediately return to the company all its property, equipment, and documents, including confidentially stored information. You will be considered for regular employment upon successful completion of training program, subject to your performance and training completion. If you are not a regular employee, you will be treated as a casual employee and the applicable laws will be applicable.

By accepting this offer, you agree that throughout your trainee period, you will observe all policies and practices within the confines of our business and employees, including our policies prohibiting discrimination and harassment. The terms and conditions of employment are extending to you and supersede and replace any previous written agreements or discussions. It may be changed only by a subsequent written agreement.

By accepting this offer, you confirm to the company that you have no contractual commitment or other legal obligations that would prohibit you from performing your duties for the company. You are required to sign a *Service Agreement for 6 years and six months* which includes training period. In the event of breach of agreement of the above-mentioned period, then you shall be liable to pay a sum of *₹ 5,00,000* (Rupees five lakhs only) as liquidated damages to the company.

We believe your association with the company will be successful and rewarding. Please indicate your acceptance of the offer by signing below and returning it. If you have any questions, please do not hesitate to contact us. We look forward to having you on the team.



Please refer to the offer letter from the company on the terms and conditions set out in this letter.

Satya Veda Kalanaga
Signature

K.R. Reddy
Signature

01/06/2012
Date

Moschip Technologies Limited

7th Floor, My Home Tower
Knowledge City, Hyderabad - 500081, Telangana, INDIA
Tel: 066229292, Fax: 066229393, www.moschip.com
5090512110, Tel: 031909161999, 6032184

WNS

Extending Your Enterprise

07-Jul-2022

Sindiri Vasavi

7-4-307, Donka Street, Baruva,

Sompetea, Srikakulam-532263

India

Letter of offer**Dear Sindiri,**

With reference to your application and the subsequent interview you had with us, we are pleased to inform you that you have been selected as **Associate - Ops** in **WNS Business Consulting Pvt. Ltd.**, based at our **Vizag - Tech Hub** office. The key components of your offer are as detailed below :-

Career band: Your career band would be **Professional**.

Role band: You would be placed in role band **A**.

Title: The title that you would be using both internally and externally would be **Associate - Ops**.

Compensation: Your Total Gross Pay will be **INR 2,23,284 (Indian Rupees Two Lakh, Twenty Three Thousand, Two Hundred And Eighty Four Only)** per annum which is inclusive of Fixed Pay and Variable Pay/ Performance Incentive. The detailed break-up of your compensation is given in the Annexure II for your reference.

Joining Date: You are expected to join us by **07-Jul-2022**.

Place of work: Your initial place of work will be **Vizag - Tech Hub**. However, your services are transferable, and you may be assigned after reasonable notice, to any location in India or abroad where the Company or any one of its associates or customers conducts business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

AUSTRALIA
COSTA RICA
INDIA
THE PHILIPPINES
ROMANIA
SRI LANKA
QAE
UK
USA

For WNS Business Consulting Services Pvt. Ltd.

*Adil Nargolwala***Adil S Nargolwala**
Corporate SVP - HR
Head Talent AcquisitionDocuSigned by:
S. Vasavi
5A8E483CA2DB4C7..**Accepted and Agreed****Sindiri Vasavi**
Candidate's Name & Signature

WNS Business Consulting Services Pvt. Ltd, Mantri Sterling, 2nd Floor, Deep Bungalow Chowk, Model Colony, Shivaji Nagar, Pune, Maharashtra 411004 | Tel: +91 22 4095 2100 | Fax: +91 22 2518 8307 | CIN: U72900PN2003PTC171637



1. TERMS & CONDITIONS:

- a. The terms of this offer shall be kept strictly confidential. You shall execute all other documents as may be required to give effect to this offer.
- b. You will be required to sign a standard employment agreement on your date of joining.
- c. You shall be required to submit a set of certified true copies of the documents and information as set forth in Annexure I of this appointment letter.
- d. The Company's business involves operating round the clock on all day. Therefore the work may involve shift working including working in night shifts and availing staggered weekly offs. You are expected to attend the work as assigned to you by your superiors.
- e. You will be on probation for six months from the date of joining; however probation may be extended by the Company at its sole discretion. During the probation period, the Company may terminate this contract at any time without cause upon not less than 60 (Sixty) days prior written notice to you and/or compensation in lieu thereof. However, the Company may with "cause" immediately terminate this contract, if you are found to be in material breach of any of the terms of your employment and the Company Policy. You may voluntarily terminate your employment for any reason upon providing prior written notice to the Company, the period of which shall be 60 (Sixty) days prior written notice. It is mandatory for you to serve the notice period and it is your responsibility to complete your handover during the notice period before resigning from the organization / Company. If you choose not to serve the notice period the Company reserves the right to recover compensation in lieu of notice period from you in addition to the compensation towards all expenses incurred with regard to any training and development, special education, up skilling or on the job training provided to you in the course of your employment with the Company in addition to losses and damages actually sustained by the Company. The forgoing term is a condition precedent to your acceptance of this offer letter.
- f. Effect of inability to clear the proficiency / competency training / thresholds: You may be required to undergo voice & accent, pre-process and process trainings as a prerequisite to your gainful engagement as may be prescribed under relevant competency / proficiency parameters. At the end of these trainings, a performance assessment will be conducted and the results will be declared as per the established norms depending on the type/nature of the training. The company invests significant amount of efforts and costs on such trainings and you will appreciate that in case one is not able meet the required norms during training or clear the afore-said assessment tests, the Company will not be able to engage your services productively. In such eventuality, the Company reserves right to terminate employment by providing two weeks' notice and or pay in lieu thereof.
- g. Post confirmation, your services may be terminated by either party, giving notice in writing as mentioned in clause 1 (e) and non-service of Notice Period shall result in the same consequences as enumerated in Clause 1 (e) hereinabove.
- h. You will be entitled to twenty one working days leave per annum subject to prior approval by the Company. Carry-forward / accumulation of leave will be governed as per the existing Company policy on the subject.

For WNS Business Consulting Services Pvt. Ltd.

Adil Nargolwala

Adil S Nargolwala
Corporate SVP - HR
Head Talent Acquisition

DocuSigned by:
S. Vasavi
5A6E483CA20B4C7...

Accepted and Agreed

Sindri Vasavi
Candidate's Name & Signature

**WNS Business Consulting Services Pvt. Ltd, Mantri Sterling, 2nd Floor, Deep Bungalow Chowk,
Model Colony, Shivaji Nagar, Pune, Maharashtra 411004 | Tel: +91 22 4095 2100 | Fax: +91 22 2518 8307 |
CIN: U72900PN2003PTC171637**



- i. You will be provided necessary training / special education / on the job skill enhancement / interactive programs / up skilling programs / guidance required to discharge your duties effectively at the cost, efforts and time of the Company. In consideration of such training or skill enhancement programs, you shall serve the Company for a minimum period of six months from the date of your joining, failing which, the Company reserves the right to recover the losses suffered for imparting such training or skill enhancement programs from you.
- j. Deployment / Redeployment: The Company reserves the right to deploy / redeploy you in any of the available roles as may be deemed appropriate. Since different roles require different competency profiles, exact match can be a challenge at times, despite best intentions and efforts of the Company. In such eventuality, you are obligated to cooperate in the deployment / redeployment process by accepting role that is offered to you.
- k. You will automatically retire from the services of the Company on completing the age of 58 years.
- l. Notice to terminate in electronic form such as SMS or personal email shall not be accepted as adequate notice of termination for the purposes of this agreement. Notice to terminate this contract has to be addressed in writing to the Company in the form and manner as may be prescribed in the Company Policy.
- m. WNS reserves the right to terminate your employment with immediate effect on grounds of breach of policy including but not limited to Infosec / physical security, misconduct or where your performance has been found to be unsatisfactory.


2. OTHER CONDITIONS:

- a. Medical fitness: Your appointment / employment is subject to you being medically fit for employment.
- b. Reference Checks / Background and testimonials verification: Your appointment is also subject to a satisfactory reference / background check and testimonial verification. The Company shall, at its discretion conduct background / reference check and testimonial verification either before joining the company or within a reasonable and practicable time frame after joining. This offer and your continued employment is conditional upon the result of such checks. In case the results of the same checks are negative or unsatisfactory for any reason whatsoever, your offer / employment will be treated as null and void ab initio. In such eventuality, you may be immediately relieved from the employment without giving any notice and or pay in lieu thereof or any other remuneration (including incentives) for the period of engagement up to aforesaid date of relieving.
- c. Effect of Substance Abuse: The Company, at its sole discretion, may conduct from time to time screening for substance abuse during the course of employment. If the results of such screening are found to be positive, employment is liable to be terminated without giving any notice or pay in lieu off.
- d. All terms and conditions will be governed by the Company's policies as stated from time to time and the Company may in its sole discretion as it deems fit revoke or change such policies. It shall be your duty to peruse and understand all the terms and conditions enumerated in Company's Policy as well as the repercussions of the

For WNS Business Consulting Services Pvt. Ltd.

Adil Nargolwala

Adil S Nargolwala
Corporate SVP - HR
Head Talent Acquisition

DocuSigned by:

5A6E483CA2DB4C7..

Accepted and Agreed

Sindiri Vasavi
Candidate's Name & Signature

WNS

Extending Your Enterprise

NOTE:

- The same document may be used as proof for more than one of the above requirements.
- Original copies to be brought along with copies for the purpose of verification.

2. In addition to the documents mentioned above, you are requested to provide the following documents and information on your date of joining.

Documents.....

1. Updated Resume.
2. Marriage Certificate (if applicable).
3. Self declaration Medical Fitness form.
4. ESIC (Employee State Insurance Corporation) enrollment would be as per the applicable as per government regulation. In case if your stack up contains ESIC component, please carry the following documents:
 - a. Your 3 post card size (4X7) photographs (copies of the same photograph) OR
 - b. If you would like your family covered - Family group photograph of immediate family (4X7, 3 copies of the same photograph), only members in the photo will be covered. Photos should be clear and have only your immediate dependent family members which include parents, siblings, spouse and children.

Information.....

1. Names and date of birth of family members you would want to mention as nominees for the Provident Fund Scheme (parents / siblings / spouse / children)
2. Your blood group.
3. Your family doctor's name, address, telephone and registration number.
4. National Social Security Number (NSSN) if allocated.

For WNS Business Consulting Services Pvt. Ltd.

Adil Nargolwala

Adil S Nargolwala
Corporate SVP - HR
Head Talent Acquisition

DocuSigned by:
S. Vasavi
5ABE483CA2DB4C7...

Accepted and Agreed

Sindiri Vasavi
Candidate's Name & Signature

**WNS Business Consulting Services Pvt. Ltd, Mantri Sterling, 2nd Floor, Deep Bungalow Chowk,
Model Colony, Shivaji Nagar, Pune, Maharashtra 411004 | Tel: +91 22 4095 2100 | Fax: +91 22 2518 8307 |
CIN: U72900PN2003PTC171637**

WNS

Enabling Your Enterprise

Annexure II			
Name	:	Sindri Vasavi	
Title	:	Associate - Ops	
Role Band	:	A	
BU/EU	:	HealthCare	
Compensation Component	Ref	Amount(INR) Per Month	Amount(INR) Per Annum
Basic Salary		6,312	75,746
House Rent Allowance		3,156	37,873
City Compensatory Allowance		1,132	13,585
Sub Total - I	A	10,600	1,27,203
Bonus / Incentive (4)	(a)	2,120	25,440
Company's contribution to Provident Fund (1)		893	10,720
Company's contribution to ESI (3)		413	4,961
Sub Total - II	B	3,427	41,121
Total Fixed Pay	C = A + B	14,027	1,68,324
Bonus / Incentive at Maximum Level (4)	(b)	6,700	80,400
Gross Pay (CTC) at Minimum Level	D = C	14,027	1,68,324
Gross Pay (CTC) at Maximum Level	E = D + (b) - (a)	18,607	2,23,284
BENEFITS			
Gratuity payable As per Payment of Gratuity Act, 1972			
Note:			
1) Company's contribution to Provident Fund (PF): In cases where PF wages is above the statutory maximum limit of INR 15,000/- p.m., you have an option to choose the deduction of 12% on actual PF wages. In such situation, various component of the compensation will be adjusted to accommodate your request. PF wages considered for this calculation will be as per Employee Provident Fund and Miscellaneous Provisions Act, 1952.			
2) The Company provides following discretionary Insurance benefits: a) Medical Insurance: For Self or Family Floater, as per Company policy b) Personal Accident Insurance: For Employee, as per Company Policy c) Life Insurance: For Employee, as per Company Policy d) Parents can also be covered individually or through a Floater at an annual premium as per the company policy. You would have to enroll and pay the sum separately through payroll. Note: The company reserves the right to make appropriate changes to the Insurance plan as and when necessary.			
3) Company's contribution towards ESI Scheme will be as per Employees State Insurance Act, 1948 and is currently 3.25% of the monthly salary.			
4) You will be eligible to participate in the Company's Bonus / Incentive scheme applicable to your process. The Bonus / Incentive at maximum level is inclusive of Bonus / Incentive included in the Total Fixed Pay. The Bonus / Incentive will be paid basis the requirements of Payment of Bonus Act, 1965, your performance and BU/Company performance.			

For WNS Business Consulting Services Pvt. Ltd.

*Adil Nargolwala*Adil S Nargolwala
Corporate SVP - HR
Head Talent AcquisitionDocuSigned by:
S. Vasavi
5A6E483CA2DB4C7...

Accepted and Agreed

Sindri Vasavi
Candidate's Name & SignatureWNS Business Consulting Services Pvt. Ltd, Mantri Sterling, 2nd Floor, Deep Bungalow Chowk,
Model Colony, Shivaji Nagar, Pune, Maharashtra 411004 | Tel: +91 22 4095 2100 | Fax: +91 22 2518 8307 |
CIN: U72900PN2003PTC171637

WNS

Extending Your Enterprise

breach thereof and not being aware of the same shall not be a defense, which shall be either available to you or accepted by the Company.

Please sign the copy of this letter as a token of your acceptance. Please initial each page in acceptance of the terms and conditions set out herein.

Yours faithfully,

For WNS Business Consulting Services Pvt. Ltd.

Adil Nargolwala

Adil S Nargolwala
Corporate SVP - HR
Head Talent Acquisition

DocuSigned by:
S. Vasavi
5A6E483CA2DB4C7...

Accepted and Agreed

Sindiri Vasavi
Candidate's Name & Signature

*WNS Business Consulting Services Pvt. Ltd, Mantri Sterling, 2nd Floor, Deep Bungalow Chowk,
Model Colony, Shivaji Nagar, Pune, Maharashtra 411004 | Tel: +91 22 4095 2100 | Fax: +91 22 2518 8307 |
CIN: U72900PN2003PTC171637*



Annexure I

1. You need to furnish the following Documents at the time of joining WNS.

NOTE: Joining will not happen without these documents.

A	Original copy of WNS offer letter
B	DATE OF BIRTH PROOF: Mandatory is Aadhar Card. If no Aadhar Card or incomplete details on Aadhar card then the following will apply:- (Any ONE of the following: Birth Certificate, Xth, XIIth Mark Sheet with DOB details on it, Passport, PAN Card, Driving License, School/College Leaving Certificate) - 1 copy
C	PHOTO ID : Aadhar OR PAN Card in the absence of both then the following will apply :- (ONE of the following: Voters ID, Driving License, Passport, or Bank Passbook with photograph, Bankers verification, NSR (National Skills Registry) ID card, Hall Tickets not more than 1 yrs. including current year up to eg.2006 for 2008, Defense dependant ID Card - 1 copy
D	PERMANENT ADDRESS PROOF : (ONE of the following: Passport, Driving License, Voter's ID, Nationalized Bank Passbook with photograph and address, Electricity Bill - latest of Self or Parents, Ration Card, LIC & Insurance documents, Mobile Bill, Telephone Landline Bill - latest of Self or Parents, or Current lease deed - with you or your parents / spouse as lessee or co-lessee) - 1 copy . The information for address needs to be verifiable during BGV and hence the same needs to be the latest permanent address proof.
E	EDUCATION QUALIFICATION PROOF : (mark sheets & degree are important) (as applicable: Xth, XIIth, Graduation, Post-Graduation Certificate, Copy of Diploma, others)
F	PASSPORT SIZE PHOTOGRAPHS : 5 copies (with Red Background ONLY)
G	PAN NUMBER : Photocopy of PAN Card. If you do not possess a PAN card then an application for one will have to be made and a copy of the application receipt will have to be submitted.
H	Professional Relieving or Experience Letter from previous employer (last 2 employments) or Accepted Resignation Letter from previous employer.
I	Salary Slip / Salary certificate from previous employer (last 2 employments). Bank statement if no salary slip from the Company.
J	Employee ID Proof : (photocopy of salary slips, appraisal letter which contains the employee id proof)
K	Marriage Certificate (if applicable) OR Marriage Affidavit with Couple Photo
L	Self declaration Medical Fitness form : Medical Fitness form needs to be duly filled and stamped by a Doctor.

For WNS Business Consulting Services Pvt. Ltd.

Adil Nargolwala

Adil S Nargolwala
Corporate SVP - HR
Head Talent Acquisition

DocuSigned by:
S. Vasavi
5A6E483CA2DB4C7...

Accepted and Agreed

Sindiri Vasavi
Candidate's Name & Signature

WNS Business Consulting Services Pvt. Ltd, Mantri Sterling, 2nd Floor, Deep Bungalow Chowk,
Model Colony, Shivaji Nagar, Pune, Maharashtra 411004 | Tel: +91 22 4095 2100 | Fax: +91 22 2518 8307 |
CIN: U72900PN2003PTC171637

February 11, 2022

HRD/3T/1003292467/21-22

Mr. KANDELLI ANILKUMAR
G3 Rajya Lakshmi Vihar, Vadlapudi Post,
Santha Mavidi Thota Street
Vishakhapatnam-530046
India

Ph: +91-8019614655

Dear KANDELLI,

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

Certification signature by Richard Lobo
<richard_lobo@infosys.com> Validity Unknown
Digitally signed by Richard Lobo
Date: 2022.02.11 14:58 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

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.

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

Certification signature by Richard Lobo
<richard_lobo@infosys.com> Validity Unknown
Digitally signed by Richard Lobo
Date: 2022.07.11 22:14:58 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 Training)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Mr. KANDELLI ANILKUMAR
ROLE	Systems Engineer
ROLE DESIGNATION	Systems Engineer Trainee
1. MONTHLY COMPONENTS	
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
MONTHLY GROSS SALARY	22,328

2. ANNUAL COMPONENT	
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

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

OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (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)

COMPENSATION DETAILS
(All figures in INR per month)

NAME	Mr. KANDELLI ANILKUMAR		
ROLE	Systems Engineer		
ROLE DESIGNATION	Systems Engineer Trainee		
1. MONTHLY COMPONENTS			
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
MONTHLY GROSS SALARY			22,328

2. ANNUAL COMPONENT			
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

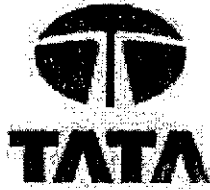
3. RETIRAL BENEFITS			
PROVIDENT FUND - 12% of Basic Salary			1,800
GRATUITY - 4.81% of Basic Salary*			722
FIXED GROSS SALARY (1+2+3)			25,000

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

OTHER BENEFITS				
Scheme	Eligible Amount In INR	Interest	Monthly Instalments	Margin Money (To be borne by the employee)
SALARY LOAN (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



Offer: Computer Consultancy

Ref: TCSL/DT20219423810/Lucknow

Date: 14/01/2022

Ms. Madhuri Y
70-1-26Yeduruvanipalem,
Gajuwaka Depot,
Visakhapatnam-530012,
Andhra Pradesh.
Tel# 91-9848208216

Dear Madhuri Y,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/DT20219423810

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

1/1, Vibhuti Khand, Gomti Nagar, Lucknow 226 010 India

Tel: 91 522 666 1001 Fax: 91 522 666 1001 Website: www.tcs.com

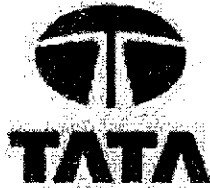
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

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

Admission Copy

[Signature]
PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530012



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

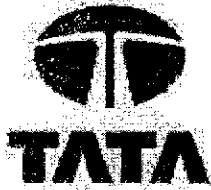
Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

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

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TCS Confidential

TCSL/DT20219423810

3

TATA CONSULTANCY SERVICES

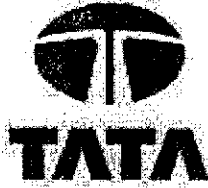
Tata Consultancy Services Limited

1/1, Vibhuti Khand, Gomti Nagar, Lucknow 226 010 India

Tel: 91 522 666 1001 Fax: 91 522 666 1001 Website: www.tcs.com

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

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



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

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

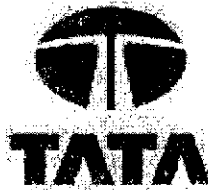
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed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

Loans

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

Professional Memberships

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



RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

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

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

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

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve

TCS Confidential

TCSL/DT20219423810

5

TATA CONSULTANCY SERVICES

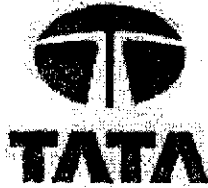
Tata Consultancy Services Limited

1/1, Vibhuti Khand, Gomti Nagar, Lucknow 226 010 India

Tel: 91 522 666 1001 Fax: 91 522 666 1001 Website: www.tcs.com

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

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



months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

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

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

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

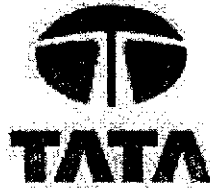
The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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



written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

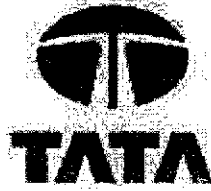
11. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

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



serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCSL as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCSL.

16. Retirement

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

17. Pre-employment Medical Certificate

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

TCS Confidential
TCSL/DT20219423810

8

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

1/1, Vibhuti Khand, Gomti Nagar, Lucknow 226 010 India

Tel: 91 522 666 1001 Fax: 91 522 666 1001 Website: www.tcs.com

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

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



18. Employment of Non Indian Citizens

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

19. Background Check

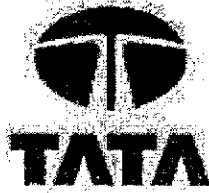
Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable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

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original Documents** for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

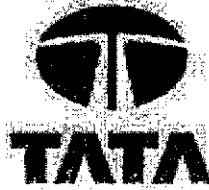
As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the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

22. Letter of Appointment

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

23. Rules and Regulations of the Company

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



24. Compliance to all clauses

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

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



Withdrawal of Offer

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

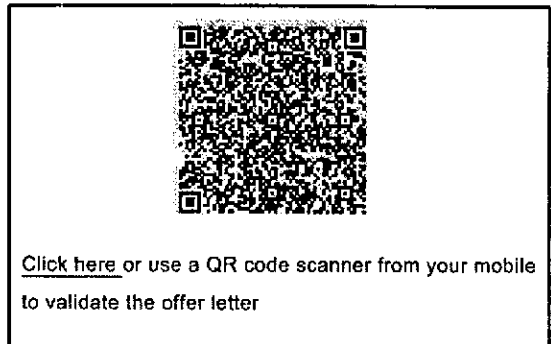
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

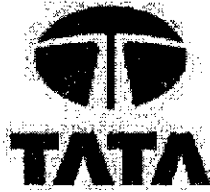
Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Madhuri Y
Designation	Assistant System Engineer-Trainee
Institute Name	Visakha Technical Campus

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	36,877

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

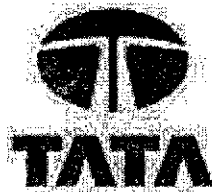
* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore / Xperience Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore / Xperience Program.

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

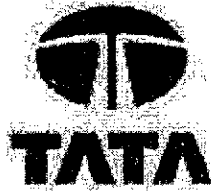
Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park,IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100,Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue:- Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201309,UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12 ,New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark , Kakkanad, Kerala 582042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057, Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyavattom P.O. Trivandrum - 695581, India</p>	



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

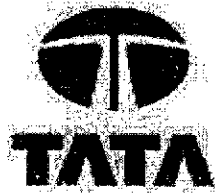


2. Associate's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

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

9. No License

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



10. Equitable Rights

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

11. General

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

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

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

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



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

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Offer: Computer Consultancy
Ref: TCSL/DT20222216551/Pune
Date: 04/05/2022

Mr. Harendra Kumar Lankalapalli
Dr.No:2-9-15/6/1 Mindi Bhpv PostMindi Busstop,
Mindi Busstop,
Visakhapatnam-530012,
Andhrapradesh.
Tel# -

Dear Harendra Kumar Lankalapalli,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/DT20222216551

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No.103/A/1/1 29, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

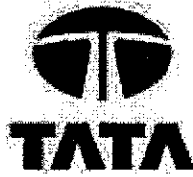
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

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

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

Admission Copy

[Signature]
PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Naraya Visakhapatnam - 530021



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

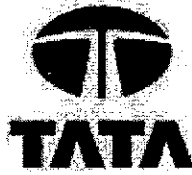
Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

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

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

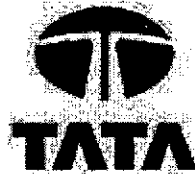
TCS Confidential
TCSL/DT20222216551

3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

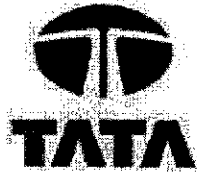
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed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

Loans

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

Professional Memberships

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



RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

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

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

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

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve

TCS Confidential
TCSL/DT20222216551

5

TATA CONSULTANCY SERVICES

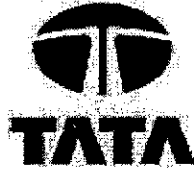
Tata Consultancy Services Limited

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

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

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

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



months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

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

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

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

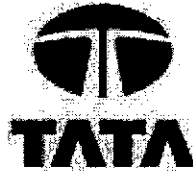
The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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



written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12.Overseas International Assignment Agreement

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



serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

16. Retirement

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

17. Pre-employment Medical Certificate

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

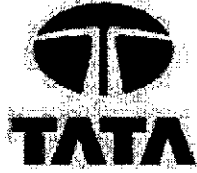
TCS Confidential
TCSL/DT20222216551

8

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tira, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
Registered Office Nimal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



18. Employment of Non Indian Citizens

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

19. Background Check

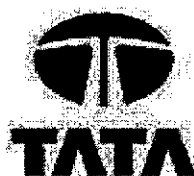
Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable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

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original Documents** for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Sri Lankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

21. TCS Xperlence Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperlence Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

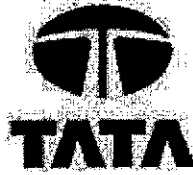
As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the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

22. Letter of Appointment

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

23. Rules and Regulations of the Company

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



24. Compliance to all clauses

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

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

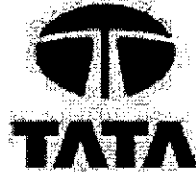
(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



Withdrawal of Offer

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

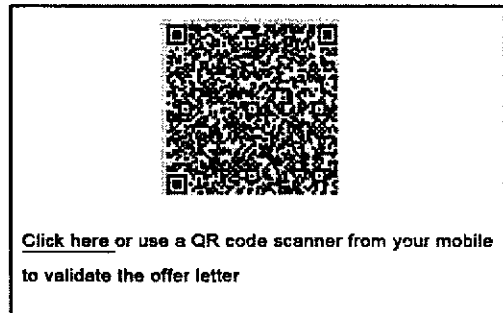
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Harendra Kumar Lankalapalli
Designation	Assistant System Engineer-Trainee
Institute Name	Visakha Technical Campus

Table 1: Compensation Details (All Components in INR)

Component/Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722

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

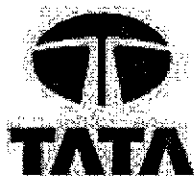
* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore / Xperience Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore / Xperience Program.

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

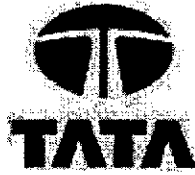
Table 2: TCSL defined structure for BoB (All Components in INR)

Component/Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue- Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES- SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI -- Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon- Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI -- Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309, UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q1 City, Nanakrangauda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Polkharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Nihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057, Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyavattom P.O, Trivandrum - 695581, India</p>	



Annexure 3

Confidentiality and IP Terms and Conditions

1. Confidential Information

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

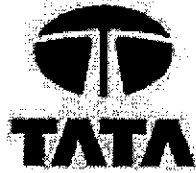
(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising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

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

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

(d) Customer and prospective customer lists, and

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

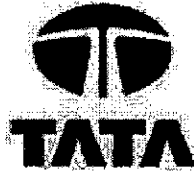


2. Associate's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

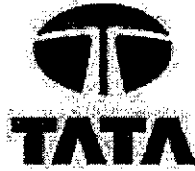
7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

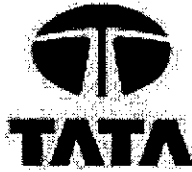
(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

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

9. No License

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



10. Equitable Rights

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

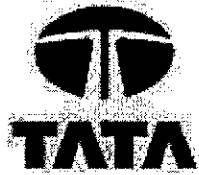
11. General

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

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

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

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



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

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold TalentPro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize TalentPro Foundation to make all payments required to be made to you by TalentPro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- TalentPro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non-clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between TalentPro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

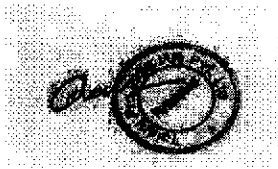
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****



Offer: Computer Consultancy
Ref: TCSL/DT20219355483/Chennai
Date: 28/01/2022

Ms. Sirisha Yedurada
Dno:50-87-02Madhuranagar Seethampeta,
Near Ganesh Temple,
Visakhapatnam-530016,
Andhra Pradesh.
Tel# -8919409119

Dear Sirisha Yedurada,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/DT20219355483

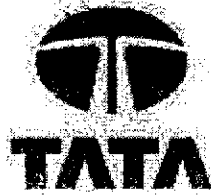
TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

Adarsh Copy

[Signature]
PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Near Madhavapeta
Visakhapatnam - 530027



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

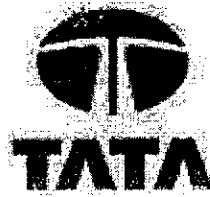
Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

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

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TCS Confidential

TCSL/DT20219355483

3

TATA CONSULTANCY SERVICES

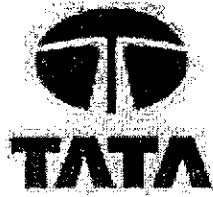
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

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



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

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

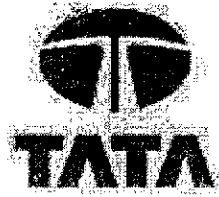
You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed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

Loans

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

Professional Memberships

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



RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

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

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

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

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve

TCS Confidential

TCSL/DT20219355483

5

TATA CONSULTANCY SERVICES

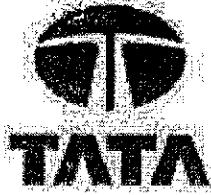
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

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



months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

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

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

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

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

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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

TCS Confidential

TCSL/DT20219355483

TATA CONSULTANCY SERVICES

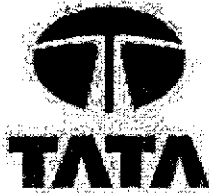
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

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



written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

11. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

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

TCS Confidential

7

TCSL/DT20219355483

TATA CONSULTANCY SERVICES

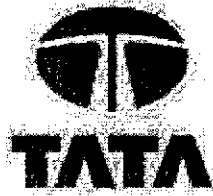
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

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



serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

16. Retirement

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

17. Pre-employment Medical Certificate

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

TCS Confidential

8

TCSL/DT20219355483

TATA CONSULTANCY SERVICES

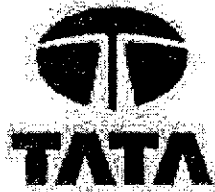
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

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



18. Employment of Non Indian Citizens

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

19. Background Check

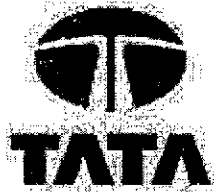
Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining. If the background check reveals unfavourable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

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original Documents** for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

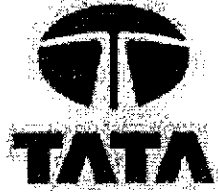
As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the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

22. Letter of Appointment

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

23. Rules and Regulations of the Company

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



24. Compliance to all clauses

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

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

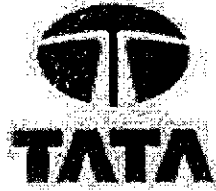
(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



Withdrawal of Offer

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

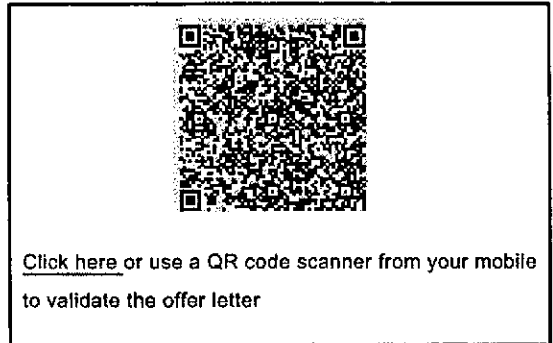
Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

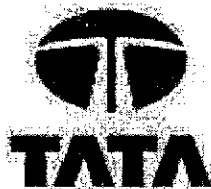
Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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



GROSS SALARY SHEET

Annexure 1

Name	Sirisha Yedurada
Designation	Assistant System Engineer-Trainee
Institute Name	Visakha Technical Campus

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877

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

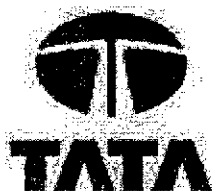
* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore / Xperience Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore / Xperience Program.

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

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

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue- Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumaran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Galaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309, UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bangarda, Tehsil Hatod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Eospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokharan Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihir-Sez, Nagpur, Telhara, Maharashtra 441108.</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057, Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyavattom P.O. Trivandrum - 695581, India</p>	

TATA CONSULTANCY SERVICES

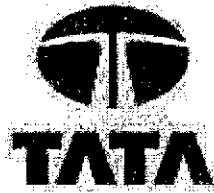
Tata Consultancy Services Limited

415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India

Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com

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

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



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

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

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

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

(d) Customer and prospective customer lists, and

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

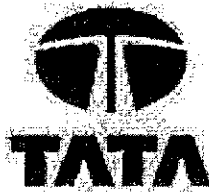


2. Associate's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

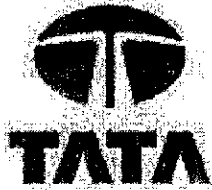
7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

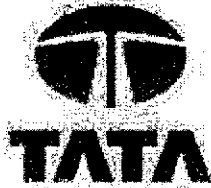
(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

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

9. No License

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



10. Equitable Rights

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

11. General

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

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

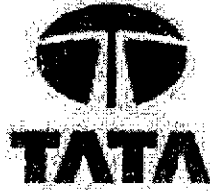
(c) If any provision hereof shall be found by a judicial tribunal to be contrary to governing law, it shall be deemed null and void without annulling or rendering invalid the remainder of the Agreement and if the invalid portion is such that the remainder cannot be sustained without it, the Parties herein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

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



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

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



Offer: Computer Consultancy
Ref: TCSL/DT20222152868/Delhi
Date: 04/05/2022

Mr. Ramesh Gandikota
D No 3-5-26G Appanna, D.No 3-5-26, G.A Colony,Mindi,Bhvp(Post), Gajuwaka,Visakhapatnam,
Opp Vivekananda School,
Visakhapatnam-530012,
Andhra Pradesh.
Tel# -

Dear Ramesh Gandikota,

Sub: Letter of Offer

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

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

Your gross salary including all benefits will be ₹3,36,877/- per annum, as per the terms and conditions set out herein.

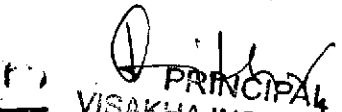
Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

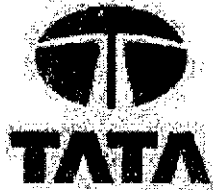
After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/DT20222152868

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

5th Floor, PTI Building, 4, Parliament Street, New Delhi 110 001 India
Tel: 91 11 6650 6555 Fax: 91 11 2331 1735 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers ServiceLine: 1800 209 3111 Email: careers@tcs.com


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530022



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹14,784/- per month.

BOUQUET OF BENEFITS (BoB)

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

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

1. House Rent Allowance (HRA)

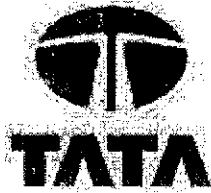
Your HRA will be ₹5,914/- per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

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

3. Food Card

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



PERFORMANCE PAY

Monthly Performance Pay

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

Quarterly Variable Allowance

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

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

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

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

CITY ALLOWANCE

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

OTHER BENEFITS

Health Insurance Scheme

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

HIS offers the following benefits:

1. Basic Cover

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

TCS Confidential

TCSL/DT20222152868

3

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

5th Floor, PTI Building, 4, Parliament Street, New Delhi 110 001 India

Tel: 91 11 6650 6555 Fax: 91 11 2331 1735 Website: www.tcs.com

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

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



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

2. Higher Hospitalisation

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

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

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

Maternity Leave

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

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

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

Loans

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

Professional Memberships

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



RETIRALS

Provident Fund

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

Gratuity

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

TERMS AND CONDITIONS

1. Aggregate Percentage Requirements

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

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

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

2. Pre requisites for Joining

To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are recommended to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve



months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

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

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

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. Working Hours

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

5. Mobility

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

6. Compensation Structure / Salary components

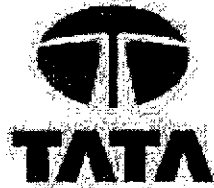
The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

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

8. Alternative Occupation / Employment

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



written permission of TCSL.

9. Confidentially Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

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

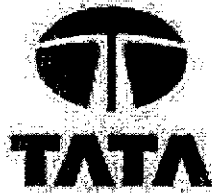
11. Work in SBWS mode

TCS' Secure Borderless Workspaces (SBWS) is a transformative operating model framework that allows seamless deployment of virtual workspaces in a secure manner that enables flexible working options aligned to its business objectives. You may be required to work either from TCS offices/TCS Client offices or from home (remote working) as per the requirements of the project or group you are assigned to work with and as communicated to you by the Unit HR or your supervisor. You are required to abide by the Policy and / or Guidelines issued by TCS from time to time while operating within this framework. For more details, please refer the Policy / Guideline document on Remote Working.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

12. Overseas International Assignment Agreement

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



serve TCSL as per the Notice Period clause mentioned below.

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

13. Terms and Conditions

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

14. TATA Code of Conduct

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

15. Notice Period

Upon your confirmation, this contract of employment is terminable by you by giving 90 days notice in writing to TCSL. It is clearly understood, agreed and made abundantly clear that you shall have to necessarily work during the period of notice of 90 days given by you under this clause. However, upon your serving the notice under this clause, TCSL may relieve you any time during the period of notice at its sole discretion.

Upon your confirmation, this contract of employment may be terminated by TCSL by giving you 90 days notice or payment in lieu thereof.

It is understood, agreed and made abundantly clear herein that you shall have to necessarily work during the notice period given by TCSL under this clause, unless you are otherwise relieved by TCSL by giving you payment in lieu of notice.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

16. Retirement

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

17. Pre-employment Medical Certificate

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

TCSL Confidential

TCSL/DT20222152868

8

TATA CONSULTANCY SERVICES

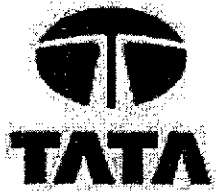
Tata Consultancy Services Limited

5th Floor, PTI Building, 4, Parliament Street, New Delhi 110 001 India

Tel: 91 11 6650 6555 Fax: 91 11 2331 1735 Website: www.tcs.com

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

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



18. Employment of Non Indian Citizens

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

19. Background Check

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

20. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original Documents** for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)
- An affidavit/notarized undertaking (Non-Criminal Affidavit, should be made on the format provided by TCSL) stating :



- *There is no criminal offence registered/pending against you
- *There is no disciplinary case pending against you in the university

- If you were employed, a formal Relieving letter & Experience letter from your previous employer

The original documents will be returned to you after verification.

In addition to the above original documents, Please carry Xerox copies of the below documents

- *PAN Card (Permanent Account Number)
- *Aadhaar Card (Not applicable for Nepal & Bhutan Citizenship)
- *Passport
- *NSR E-Card

21. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

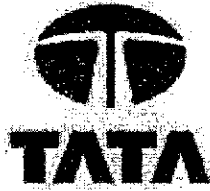
As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the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

22. Letter of Appointment

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

23. Rules and Regulations of the Company

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



24. Compliance to all clauses

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

25. Data Privacy Clause:

(a) Your personal data collected and developed during recruitment process will be processed in accordance with the TCS Data Privacy Policy. The personal data referred therein are details related to contact, family, education, personal identifiers issued by government, social profile, background references, previous employment and experience, medical history, skillset, proficiency and certifications, job profile and your career aspirations.

(b) It will be processed for various organizational purposes such as recruitment, onboarding, background check, project assignment, performance management, job rotation, career development including at leadership level, diversity and inclusion initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

(c) After you join TCS, there would be more sets of Personal Information (PI) attributes processed for various legitimate purposes. All of it will be processed with compliance to applicable laws and the TCS Data Privacy Policy. In some scenarios of your PI processing, you will be provided with appropriate notice and/or explicit consent might be obtained from time to time.

(d) For the purposes mentioned above, your required PI may be shared with specific vendor organizations who provide services to TCS, e.g. background check, health insurance, counselling, travel, transport and visa, payroll services, associate engagement activities, and financial and taxation services.

(e) As TCS is a global company, your PI may be shared with entities outside India, limited for the purposes mentioned above and/or in this offer letter.

(f) In case of overseas deputation, available privacy rights would be governed as per regulatory provisions and / or TCS policies/notice provided applicable at your overseas location.



Withdrawal of Offer

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

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

We look forward to having you in our global team

Yours Sincerely,

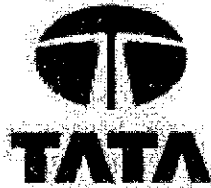
For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

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



GROSS SALARY SHEET

Annexure 1

Name	Ramesh Gandikota
Designation	Assistant System Engineer-Trainee
Institute Name	Visakha Technical Campus

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877

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

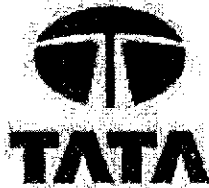
* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore / Xperience Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore / Xperience Program.

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

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

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS PROVIDENT FUND BENEFITS	7,646	91,752



Annexure 2

<p>Ahmedabad TCS XP HR Lead Tata Consultancy Services, Garima Park, IT/ITES SEZ, Plot # 41, Gandhinagar - 382007</p>	<p>Bangalore TCS XP HR Lead Tata Consultancy Services, Gate 1, No 42, Think campus, Electronic City phase II, Bangalore - 560100, Karnataka</p>
<p>BUBANESHWAR TCS XP HR Lead Tata Consultancy Services, Training Lab Venue- Barabati, IRC Block, Ground Floor, Tata Consultancy Services Limited, (UNIT-II) - BARBATI SEZ, IT/ITES SPECIAL ECONOMIC ZONE (SEZ), PLOT NO. 35, CHANDAKA INDUSTRIAL ESTATE, PATIA, Bhubaneswar - 751024</p>	<p>Chennai TCS XP HR Lead Tata Consultancy Services, 415/21-24, Kumeran Nagar, Old Mahabalipuram Rd, TNHB, Sholinganallur, Chennai, Tamil Nadu 600119</p>
<p>DELHI – Gurgaon TCS XP HR Lead Tata Consultancy Services, Block C, Kings Canyon, ASF Insignia, Gurgaon - Faridabad Road, Gawal Pahari, Gurgaon - 122003, Haryana</p>	<p>DELHI – Noida TCS XP HR Lead Tata Consultancy Services, Plot No. A-44 & A-45, Ground, 1st to 5th Floor & 10th floor, Glaxy Business Park, Block - C & D, Sector - 62, Noida - 201 309, UP</p>
<p>Guwahati TCS XP HR Lead Tata Consultancy Services, 5th Floor, NEDFI House, G.S. Road, Dispur, Guwahati - 781006, Assam</p>	<p>Hyderabad TCS XP HR Lead Tata Consultancy Services, Q City, Nanakramguda, Hyderabad</p>
<p>INDORE TCS XP HR Lead Tata Consultancy Services, IT/ITES SEZ, Scheme No. 151 & 169-B, Super Corridor, Village Tigariya Badshah & Bada Bengarda, Tehsil Hetod, Indore - 452018, Madhya Pradesh</p>	<p>KOLKATA TCS XP HR Lead Tata Consultancy Services Limited, Ecospace 1B building, 2nd Floor, Plot - IIF/12, New Town, Rajarhat, Kolkata - 700160, West Bengal OR Auditorium, 2nd Floor, Wanderers Building, Delta Park - Lords</p>
<p>KOCHI TCS XP HR Lead Tata Consultancy Services, TCS centre, Infopark Road Infopark Campus, Infopark, Kakkanad, Kerala 682042</p>	<p>MUMBAI TCS XP HR Lead Tata Consultancy Services, Yantra Park, Pokhara Road Number 2, TCS Approach Rd, Thane, West, Thane, Maharashtra 400606</p>
<p>NAGPUR TCS XP HR Lead Tata Consultancy Services Limited, Mihan-Sez, Nagpur, Telhara, Maharashtra 441108,</p>	<p>PUNE TCS XP HR Lead Tata Consultancy Services, Plot No. 2 & 3, MIDC-SEZ, Rajiv Gandhi Infotech Park, Hinjewadi Phase III, Pune - 411057, Maharashtra</p>
<p>Trivandrum TCS XP HR Lead Tata Consultancy Services, Peepul Park, Technopark Campus, Kariyavattom P.O. Trivandrum - 695581, India</p>	



Confidentiality and IP Terms and Conditions

1. Confidential Information

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

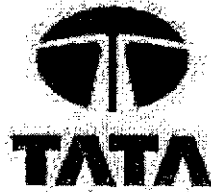
(a) Any and all information processing programs, software, properties, items, information, data, material or any nature whatsoever or any parts thereof, additions thereto and materials related thereto, produced or created at any time by TCS or the Associate in the course of or in connection with or arising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

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

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

(d) Customer and prospective customer lists, and

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

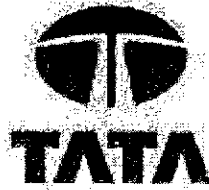


2. Associate's Obligations

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

3. Intellectual Property Rights

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



4. Prior knowledge

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

5. Use of third party material

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

6. Security policies and Guidelines.

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

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client premises or from home (remote working) as per the directions of supervisor and / or the provisions of the applicable policy.

Associate understands that working in this hybrid environment may have higher confidentiality and information security risks. Associate acknowledges that when working remotely the Associate:

(a) will work only in a private, secured work area in compliance with the guidelines issued and amended from time to time.

(b) will comply with and work in a manner consistent with TCS Data Privacy and Security Policies/Protocols.



(c) will bring to the notice of HR of the Unit to any circumstances that prevent Associate from working in a manner consistent with TCS data privacy and security policies/ protocols.

(d) will inform the HR of the Unit if the Associate shares a home with any family member or an individual who is employed by a competitor of TCS or TCS client the Associate is assigned to, or if any other circumstances at home exist which implicates the TCS Code of Conduct Conflict of Interest provision.

(e) will ensure utmost care and adhere to Confidentiality, IP Protection / Non-Disclosure obligations.

(f) will be using the Company allotted laptop or similar authorized computing device (together called "official asset") only to connect to TCS network/customer network through authorized means (or the Customer provided laptop to access the customer network if so, mandated by the Customer).

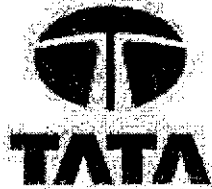
(g) will not allow anybody to share the official asset being used.

8. Restriction on Associate's Rights

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

9. No License

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



10. Equitable Rights

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

11. General

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

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

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

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



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

(f) The obligations of Associate in terms of this Confidentiality clause shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.



genpact

Transformation
Happens Here

Dear SURADA RAKESH,

Welcome to Genpact!

This letter is in furtherance to your Offer Letter / LOI / Appointment Letter dated October 28, 2022

In order to make your on-boarding to Genpact seamless and compliant with the various laws related to Provident Fund (PF) and Employees' State Insurance (ESIC), **It is mandatory for you to submit the below mentioned documents and details before/on your joining date:**

- Copy of recently downloaded E-Aadhaar Card
- Copy of confirmation screenshot of KYC verification on Aadhaar from the member portal*
- Copy of self-attested cancelled cheque (**if you are eligible for ESIC enrolment as per government norms)
- Copy of E-Aadhaar card for dependents and nominees for ESIC
- Insured Person number (**IP number) of any existing ESIC account where you are enrolled, in case you were eligible for ESIC benefit in your previous organization.
- Active Mobile number

* SOPs to facilitate e-KYC confirmation from the member portal have been attached with this communication.

**The ESI section are applicable only for the employees whose CTC is not exceeding beyond 2.6 lakhs which does not include overtime, bonus, leave encashment are liable to avail this scheme.
if your CTC is more than 2.6 lakhs. you may ignore the same.

The above documents/details are required and shall be obtained, stored and processed by Genpact strictly on a need to know basis as required for statutory requirements pertaining to compensation and benefits. Your records and information will be kept secure and handled strictly in accordance with the Genpact Data Privacy Policy.

We would encourage you to refer to the Standard Operating Procedure (SOP) attached here with, for help and guidance in procuring the above documents/details. [Click Here](#)

Wishing you all the best!

Note: Failure to furnish the above-mentioned documents and details at the time of joining might lead to delay in your joining date

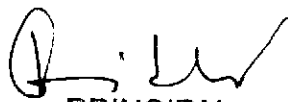
Please sign and return a copy of this letter to confirm your understanding and agreement to the requirements of your onboarding as stated above, which are in addition to those as may be provided in your Offer Letter / LOI / Appointment Letter and other communications from time to time.

Regards,
Genpact Hiring Team

Accepted and Agreed

Alina Gupta

SURADA RAKESH
Genpact India Private Limited
GIN: U73100DL2005PTC307363
Regd. Off.: 12A (Ground Floor) Prakash Deep Building 7,
Tolstoy Marg, New Delhi-110001


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



genpact

**Transformation
Happens Here**

HIG010683-4716073

Date: October 28, 2022
Dear: SURADA RAKESH

Sub: Letter of Intent

Congratulations! You have been selected by Genpact India Pvt. Ltd. ("the Company") as **Process Associate**.

You will be issued a letter of appointment upon meeting the pre requisites as mentioned below. Meanwhile, the Company is pleased to issue the following letter of intent.

Salient terms and conditions of your appointment with the Company are as follows.

1. Your annual Cost to Company (CTC) will be **INR 240,000.00**. Variable component is additional and is paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or the Company policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **India>Hyderabad>Hyderabad Phoenix Hafeezpet IN – Office**. However, the Company may transfer you to any location/process on a need basis.
4. Post consultation with you, the following has been agreed upon:

- Date of Joining: **November 7, 2022**
- Reporting Time: **9:00:00 AM**
- Location: **India>Hyderabad>Hyderabad Phoenix Hafeezpet IN – Office**

Locations	On-boarding reporting time**	Genpact Office Address
NCR	10:30	Stellar 135 Building, Plot No 5 and 6, Sec-135, Noida, 201301, U.P. ,7th Floor, On-boarding Room , Noida
HYD	10:00	Genpact, Security In Gate no 3, 14-45,IDA,opp NGRI, Habsiguda,Uppal,Hyd-500009
JPR	9:30	Genpact India, JLN Marg , Malviya Nagar, Jaipur (NHO Room)
BLR	9:00	Genpact, # 99, Surya Park, Electronic City, Bangalore 560100
KOL	10:00	Genpact India Unitech Hi Tech Structures Ltd. – IT/ITeS SEZ Building C1, 1st Floor Infospace Complex, DH 1, 2, 3 & 3/1, New Town Kolkata

****In order to experience a smooth Onboarding, please reach the venue on time**

5. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a maximum period of 15 calendar days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs.250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."

Genpact India Private Limited
CIN: U73100DL2005PTC307363
Regd. Off.: 12A (Ground Floor) Prakash Deep Building 7,
Tolstoy Marg, New Delhi-110001



genpact

**Transformation
Happens Here**

6. You shall be required to provide the Company all documents and information as set forth in Annexure I of this letter of Intent.

7. The Company operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force. As a Fulltime employee, you will be eligible for 2 weekly offs

(Any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to the Company policy.

8. You will be entitled to leaves subject to prior approval of your supervisor/manager at the Company. Your leave entitlement and accumulation / carry-forward of leave and related aspects will be governed as per the existing Company Policy on the subject.

9. Please note you have agreed that you shall provide Genpact the Relieving Letter (if applicable) from our previous employer within 60 days from time of joining the company, failing which your employment with Genpact shall be terminated. Such termination will be without prejudice to the Company's right to proceed against you through legal means to recover any other amounts due from you to the Company.

10. The Company shall, at its discretion, conduct background, reference and medical checks including screens for substance use as per the Company policy and this offer is conditional upon the result of such checks. In the event the results of such background / reference checks or screens for substance use are unsatisfactory on any account, the Company may, in its sole discretion, revoke this offer at any time irrespective of the fact that you may have formally commenced your training/employment with the Company.

11. The appointment letter issued to you, will, inter alia, contain the following terms

- A six month probation period during which either party may terminate the Agreement by giving 30 day notice or salary in lieu thereof. Your services at the end of probation period shall be treated as confirmed unless specifically extended by the Company in writing.
- Absence for a continuous period of eight days without prior approval of your supervisors, (including overstay of leave / training), would be treated as abandonment of service and can lead to your services being terminated without notice. In such an eventuality the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, upskilling or on the job training imparted by the Company or damages suffered by Company due to loss of billing.

12. This letter of intent is valid for December 7, 2022 from the date of issue unless otherwise specified. In case any terms or conditions are not met, this letter of intent will be considered automatically withdrawn without any obligation on part of the Company.

13. To be filled by the hiring team :Is availability of Valid passport is a precondition for employment Yes () No ()Kindly sign and Initial each page of this letter and return a copy in acceptance. We welcome you and wish you every success in your career with Genpact.

For Genpact India Pvt. Ltd.

Accepted and Agreed



SURADA RAKESH

 Ritu Bhatia
Vice President

In case of any questions / clarifications regarding your appointment letter/joining/other queries, please contact Amit Khanna between 11 am to 7 pm (Monday to Friday)

Genpact India Private Limited
CIN: U73100DL2005PTC307363
Regd. Off.: 12A (Ground Floor) Prakash Deep Building 7,
Tolstoy Marg, New Delhi-110001



genpact
Transformation
Happens Here

Annexure I

Listed below are the mandatory documents (in photocopy) you are required to furnish at the time of joining.

1. Professional Relieving letter from previous employer (last employment) only.
 2. If already a member of a provident fund (PF) scheme with previous employer, then;
 - a. Employer's name
 - b. Provident Fund account number from your previous employer
 - c. Universal account number provided by your previous employer
 - d. Employee Pension number provided by your previous employerOR
 - e. Date of joining & leaving from previous employer
 - f. Copy of Passport in case of International Workers(it should contain Nationality, Passport number, Country of issue, Date of issue, Valid up to)
 3. Below mentioned KYC (Know Your Customer) Documents
 - a. Copy of PAN
 - b. Copy of Aadhaar Card.
 - c. Signed Cancelled Cheque with your name printed on it (In case your name is not printed on the Cheque, please attach last 3 months bank statement along with the Cheque)
 4. If your salary is less than or equal to the applicable limit mentioned in the ESI Act, 1948[1] you will need to enroll for ESIC (Employee State Insurance Corporation) which is a Govt. regulation therefore please carry;
 - a. 3 Post card size (4X7) photographs of yourselfOr
 - b. If you would like your family covered Family group Photograph of immediate family (4X7, 3 Copies of the same photograph), only members in the photo will be covered, Photos should be clear and have only your immediate family who are your dependents.
- *Please check the company policy for the applicable limit
5. 4 recent Passport size Photograph
 - a. One for Genpact ID card
 - b. One for opening a new account if you do not have an one with ICICI/HDFC/Axis
 - c. Two for PAN card application if you do not have one

Genpact India Private Limited
CIN: U73100DL2005PTC307363
Regd. Off.: 12A (Ground Floor) Prakash Deep Building 7,
Tolstoy Marg, New Delhi-110001



genpact

Transformation
Happens Here

**ANNEXURE - II
COMPENSATION DETAILS**

NAME	SURADA RAKESH
BAND	5A
DESIGNATION	Process Associate
LOCATION	India>Hyderabad>Hyderabad Phoenix Hafeezpet IN - Office
COMPONENTS	AMOUNT (PER ANNUM)
BASIC PAY	214,286.00
EMPLOYER CONTRIBUTION TO PF	25,714.00
HOUSING RENT ALLOWANCE	0.00
FIXED PAY	240,000.00
ANNUAL PERFORMANCE BONUS*(APB)	7200
PERFORMANCE/PRODUCTION LINKED INCENTIVE(VIC)**	AMOUNT (PER ANNUM)
Best Performer	48,000.00
Average Performer	18,000.00
Low Performer	0.00
Total Earning Potential	Amount (Per Annum)
Best Performer	295,200.00
Average Performer	265,200.00
Low Performer	247,200.00
Benefits	Amount (Per Annum)
Life Insurance	14,00,000.00
Employee Deposit Linked Insurance Scheme(EDLIS)	As per Act
Personal Accident/Disability Insurance (For Employee)	14,00,000.00
Medical Insurance (For Employee)	100,000.00
Interest Free Soft Loan (Post 6 Months)	10,000.00
Out Patient Medical Facilities at Office	Free

For Genpact India Pvt. Ltd.

Accepted and Agreed

Ritu Bhatia
Vice President

SURADA RAKESH

Genpact India Private Limited
CIN: U73100DL2005PTC307363
Regd. Off.: 12A (Ground Floor) Prakash Deep Building 7,
Tolstoy Marg, New Delhi-110001



genpact

Transformation
Happens Here

Company Contribution ESIC	As per Act
Gratuity	10,302.00
Other Attractions	
Parichay (Employee Referral Scheme)	As Per Scheme
Rewards & Recognition	As Per Performance
Education@Work : Professional Advancement Programs	As Per Scheme
Concierge Services	Subsidized Rates

Notes:

* The APB amount mentioned above reflects indicative average payouts for your band. The eligibility for APB will depend on the performance of Genpact and your performance as per the company policy and the Performance Management System (For example, employees who are rated as "Least Effective" are not eligible for APB). An eligible employee will be paid APB at fixed rates in March/ April for the preceding calendar year (January – December) and the same will be prorated based on the date of joining.

**Performance Linked Incentive mentioned above is an indicative average amount possible for the said performance level. Eligibility for such incentives, actual amount and payout timelines may vary with business/Process. For Employees who are not on Performance Linked Incentive Plan (VIC), the Company will pay a different Annual Performance Bonus (APB) In such cases; Annual Performance Bonus potential is similar to the indicative Average Performance Linked Incentives as mentioned in table above.

- The aggregate of all bonus payouts paid to you during an accounting year including APB, VIC (if any) and other bonus payouts (if any) shall be in lieu of profit based bonus (if any) payable to you for such accounting year under Section 31A of the Payment of Bonus Act, 1961 ("PBA") (if applicable).
- In the event that the PBA is applicable to you and the aggregate of APB, VIC (if any) and any other bonus payout made to you during the year is less than the stipulated payout mentioned in the PBA, for such accounting year, Genpact will pay you the difference at a later date. You are not entitled to any bonus payout other than those mentioned above, either under applicable laws or as per your employment terms with Genpact. All amounts payable to you will be after deduction of applicable taxes.
- Genpact provides the maternity benefits as per the Maternity Benefits Act, 1961, to all its eligible female employees. Basis the applicability of the Act and eligibility, you shall receive paid maternity leave, entitlements and other benefits available under the Acts and the Rules, therein, as more specifically mentioned in the Policies of the Company.
- Genpact reviews its compensation structure and policies from time to time. The compensation structure and benefits offered to you in this letter are subject to change and the same will be communicated to you at the joining date or at a later date when such change becomes applicable.
- Any employee deduction will be governed by applicable laws and prevalent company policy, and will be subject to change.

Date: 23-06-2022

Name: A DILEEP KUMAR

Dear Mr. A DILEEP KUMAR

Letter Of Intent

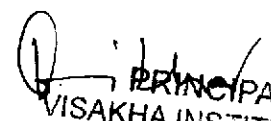
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on the followings:
 - a. Machine Skills
 - b. Personality Development and
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - ix. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - x. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - xi. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - xii. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

TALENTPRO FOUNDATION


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold TalentPro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize TalentPro Foundation to make all payments required to be made to you by TalentPro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- TalentPro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 7. Copy of your Aadhaar Card
 8. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 9. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

Any disagreement or dispute between TalentPro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salal, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

TALENTPRO FOUNDATION

Date: 23-06-2022

Name: KOVIRI HEMA SAI KIRAN

Dear Mr. KOVIRI HEMA SAI KIRAN

Letter Of Indent

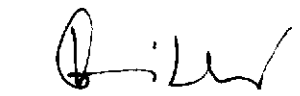
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on the followings:
 - a. Machine Skills
 - b. Personality Development and
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - v. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - vi. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - vii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - viii. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****

TALENTPRO FOUNDATION



PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:•
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold TalentPro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize TalentPro Foundation to make all payments required to be made to you by TalentPro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- TalentPro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 4. Copy of your Aadhaar Card
 5. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 6. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between TalentPro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

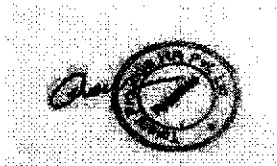
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****

TALENTPRO FOUNDATION

Date:25-05-2022

Name: PAKKIR AZID BASHA

Dear Mr. PAKKIR AZID BASHA

Letter Of Indent

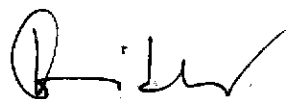

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - xiii. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - xiv. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - xv. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - xvi. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.****

TALENTPRO FOUNDATION



A. S. SRINIVAS
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold TalentPro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize TalentPro Foundation to make all payments required to be made to you by TalentPro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- TalentPro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the Trainee Portal.
- The eligibility criterions for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- **This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:**
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 10. Copy of your Aadhaar Card
 11. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 12. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION

Any disagreement or dispute between TalentPro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

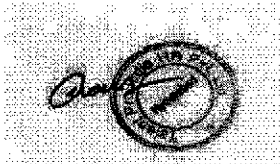
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

Date: 23-06-2022

Name: **BATHALA SUMANTH**

Dear Mr. **JOGINAIDU NETINTI**

Letter Of Intent

We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS Penukonda Anantapur (dist)** with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful.

Attn: Copy

TALENTPRO FOUNDATION

[Signature]
**VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY**
Narava, Visakhapatnam - 530027

Talent Maximus Payroll Services

NOTE:

Variable Pay: Your salary contains a variable component of compensation called Variable Pay which will be paid at the completion of every Quarter subject to the conditions laid out by the company from time to time. The Variable Pay will be proportional to the number of days worked during the Quarter and will be taken in accordance with the applicable laws.

You agree that any Variable Pay component that's part of Annexure A, is purely discretionary and is based on several factors, including but not limited to: (i) your finalization of goals for each quarter as instructed by the HR department; (ii) approval of such goals by your manager or another designated Company employee (or employee of the Company's group entities, as applicable); and (iii) the performance of the Company. You accept and acknowledge that you will not be eligible for any Variable Pay, if you are no longer an employee of the Company on the date of payout of such Variable Pay. The Variable Pay eligibility for: (i) any period of employment less than a year; (ii) a part-time employee; or (iii) employees on an approved leave of absence, will be calculated on a pro-rated basis.

Kindly sign the duplicate copy of this letter to confirm your acceptance of the terms, conditions and obligations contained in this Appointment letter and Annexure.

FOR TALENT MAXIMUS PAYROLL SERVICES PRIVATE LIMITED



AUTHORISED SIGNATORY

I confirm that I have read, understood and agree to abide by the terms, conditions and obligations specified in the Limited Term employment Agreement and the Annexure.

Signature:

Date:

Name: **JUPALLI PRAVEEN KUMAR**

Talent Maximus Payroll Services Private Limited

"ASV Adarsh Towers", III Floor, No.719, Pathari Road, Mount Road, Chennai- 600002 . Tel : 91-44-4395230

Talent Maximus Payroll Services

TMP/ENP/2223/0059

DATE: 10/06/2022

NAZIYA. M
MAJHIGUDA - MAIN ROAD, NEAR BAPUJI PUBLIC SCHOOL
PADHALGUDA, NABARANGAPUR MAJHIGUDA, ODISHA - 764059

Dear MS.NAZIYA. M

Sub: Limited Term Employment Agreement

Based on your application we are pleased to offer you a limited term employment in our organization as an **JR. ENGINEER - OPERATIONS (II)** on the following terms and conditions.

A. Validity

We (**TALENT MAXIMUS PAYROLL SERVICES PRIVATE LIMITED**) have entered a contract to provide service with **ENPHASE SOLAR ENERGY PRIVATE LIMITED**. The Contract with our Client is for a period of Six Months commencing from **15/06/2022** and ending **14/12/2022**. Extension of your tenure will be purely based on your performance. You are being recruited for the purposes of providing services pursuant to the contract entered with the Client.

B. Compensation & Statutory Deduction

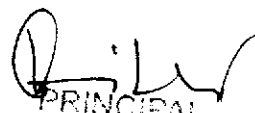
1. You will be compensated for your employment as per the details provided in the Annexure I.
2. You will be covered under the Employees Provident Fund, Employee State Insurance Act and all other applicable laws, if/as applicable to you
3. You will be covered under the Company's Group Personal Accident Insurance Scheme and Medical Insurance Scheme as applicable to your level.
4. Your salary/earnings will be subject to applicable tax laws and any other statutory deductions as applicable from time to time.

C. Deputation / Transfer

1. During the limited term employment, you would be required to work in any location of the client or its subsidiaries or group companies from time to time.



Talent Maximus Payroll Services Private Limited


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
NARANA, Visakhapatnam - 530027

Talent Maximus Payroll Services

D. Rules

1. In the day to day functioning or carrying out all responsibilities, you will receive instructions from your supervisors and will undertake to abide by any suggestions etc., given by any assigned person(s).
2. You shall also abide to undergo any training that may be offered to you by the Client during the tenure of this agreement.
3. You would be following the working hours of the Client.
4. Leave policy as per the details provided in the handbook
5. You are expected to always maintain the highest standards of ethics and acceptable behavior and at all times during your employment and deputation, strictly abide by the Laws of India.

E. Nondisclosure

You will not at any time use or disclose to anyone other than authorized officers of the Company information or knowledge relating to the Company's business or any Company proprietary information, technical data, patents, copyright, trade secrets or know-how, including but not limited to research, product plans, products, services, software, codes, programs, algorithms or markets, software, developments, inventions, processed, apparatus, equipment, formulae, technology, designs, , specifications, drawings, engineering, hardware configuration information, financial, administrative and or organization matters or any transaction or affairs of the Company like procurement requirements ,purchasing, manufacturing, business forecasts, sales and merchandising and marketing plans, or any Information pertaining to the clients, customers, suppliers or agents, of the company obtained by you while in the employment of the Company(the" Confidential Information").

You shall also not disclose any such Confidential Information as mentioned above pertaining to the Company, which shall not be generally known to the public or recognized as standard practices and on leaving the Company, shall not take with yourself the confidential information belonging to the company without its consent. The confidentiality obligations mentioned under this section shall survive the termination of this Agreement, howsoever occasioned.

All record, notes, compilations, or other recorded matter, and copies or reproductions thereof, relating to the Company's operations, activities, or business, made or received by you during any period of employment with the Company are and shall be the property of the Company exclusively, and you shall surrender the same at the time of your resignation or termination of employment. You agree and recognize and agree that all works, ideas, inventions, enhancements, plans, writings, papers, programs, improvements, records, data, e-mail address book including contact details, notes, drawings, files, documents, samples, devices, products, equipment, and

Talent Maximus Payroll Services Private Limited

"ASV Adarsh Towers", III Floor, No.719, Pathari Road, Mount Road, Chennai- 600002 . Tel : 91-44-4395230



Date: 29.01.2022

To
Mr. PALLA PRASANTH
Emp Code: 30784

On Successful completion of your Training period / Probation period. The Management is pleased to inform you that your employment in Rain CII Carbon (Vizag) Limited is confirmed your services w.e.f 01.01.2022 as Deputy Engineer-Mechanical (Level: L3)

01. You will be eligible for a total monthly salary as detailed below:

	Rs. (per month)
Basic	: 12500.00
H.R.A	: 7899.00
TOTAL	: <u>20399.00</u>

02. The employment is terminable either by the company or yourself with Sixty days notice or salary in lieu thereof. However due to exigencies of business, the company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period.

03. During the period of your service with us, you will carry out your duties diligently and will use your best endeavors to promote the interest of the company and its business and you shall not at any time or under any circumstances, impart to any person, any information regarding details of our manufacturing processes, technical know-how, administrative or organizational matters of confidential / secret nature which may be your privilege to know at any point of time.

04. Your services are liable to be transferred to any of our offices / projects / divisions / sister concerns / departments of the company from time to time at the discretion of management without any extra remuneration and you will be automatically governed by the terms and conditions of the services applicable at the new location / company.

05. Should you not report for duty continuously for a period of 8 days without prior sanction of leave, it would be construed that you have discontinued the services of the company on your own accord, thereby putting an end to this contract.



Contd

Admission Copy
Principal
PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

Rain CII Carbon (Vizag) Limited

Regd. Office : Rain Center
34, Srinagar Colony, Hyderabad 500 073, India
+91 (40) 40401234 main
+91 (40) 40401214 facsimile
hq@raincarbon.com | www.raincarbon.com

Factory : Scindia Road
Naval Base Post, Visakhapatnam 530 014, India
+91 (891) 2822833 main
+91 (891) 2516173 facsimile
vizag.office@raincarbon.com | CIN : U11100TG2008PLC058785

RAIN CII CARBON (VIZAG) LIMITED

Continuation Sheet

06. Any particulars mentioned in your application, if found false or unsatisfactory will render your services to be terminated without any notice or reason at any time.
07. You will not engage or entrust yourself or accept directly or indirectly any employment with any other companies, firms, associations or concerns during the service or your employment with us.
08. You shall work in shifts including night shifts as per the requirements of the Management for any period of time.
09. Your services are liable to be terminated without any notice or salary in lieu thereof in the case of misconduct, disloyalty, commission of an act involving moral turpitude, all of which shall be subject to the principles of natural justice.
10. You will be governed by the rules and regulations including the conduct, discipline and administrative order and any such other rules/orders of the company that may be in force from time to time.
11. Your age mentioned in the Matriculation/Higher Secondary Certificate will be deemed to be the conclusive proof of your date of birth.
12. Your retirement age will be 58 years of age. You will automatically retire at the age of 58 years.
13. The designation assigned to you is subject to change depending upon work assignments from time to time.
14. You shall communicate to the company any change in your address as well as personal status. All communications sent to you in the normal course on the address given by you shall be deemed to have been received by you.

Thanking you,

Yours faithfully,

for RAIN CII CARBON (VIZAG) LIMITED


M.S. KRISHNA MOHAN REDDY
General Manager – HR





Pfizer Healthcare India Private Limited

Plot No.116 to 119, Part of 111 & 123
Jawaharlal Nehru Pharma City. SEZ,
Lemarathy Village, Paradwada Mandal
Visakhapatnam – 531 019
Andhra Pradesh, India
Tel: +91 8913066000 Fax: +91 8913066100

July 14, 2022

To,
Sujatha Mummana sujatha (Sujatha Mummana)
Rayapura agraharam, sabbavaram
Visakhapatnam

Dear Sujatha,

Subject: Offer Letter

With reference to your application and the recent personal discussions we had with you, we are pleased to offer you an opportunity to join in our Organization as of **Junior Associate - Manufacturing, (Grade: 02A)**, subject to the satisfactory completion of pre-employment medical check-up and successful passing and completion of your course, failing which your offer will be considered null and void. You will also be required to clear the background verifications as per our company policy. You will be based at **Vizag**.

Your total annual gross compensation will be **Rs.150,816/-** the details of which are enclosed. You will initially be on probation for a period of **6 months**. You will be governed by the terms & conditions of employment that will be issued to you on your joining and also the policies of the Company. Please note that your compensation package is confidential between you and the Organization and you are advised to discuss only with the Human Resources Department.

On acceptance of the offer, please provide attested photocopies of the following documents:

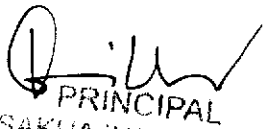
- a) Identity details – Passport, PAN Card, Driving License, UID AADHAAR (any one)
- b) Educational qualification certificates and mark sheets of all degrees

In addition, please bring **four passport size photographs** and **two stamp size photographs** of yourself.

We will be pleased to clarify any questions that you might have regarding the contents of this letter or about any aspect related to this offer.

This offer letter is issued in duplicate. You are requested to confirm your acceptance of our offer by signing and returning the duplicate copy to us immediately. You are required to join us at the earliest, in any case not later than **July 25, 2022**.

CIN: L24231MH1950PLC008311
<http://www.pfizer.com/>

Attested Copy

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530 011



failing which the offer herein will stand withdrawn at the sole discretion of the company.

Please procure PAN card (issued by Income Tax department) and submit the PAN number at the time of joining which is required for salary processing.

If you need any clarification, please feel free to contact Garima Premchandani, Manager, Talent Acquisition - Human Resources, Email ID: garima.premchandani@pfizer.com

We look forward to your joining the Pfizer Healthcare India Pvt. Ltd.

Yours truly,

For Pfizer Healthcare India Private Limited

Tulika Joshi

Talent Acquisition Lead India

Name: Sujatha Mummana sujatha

Designation: Junior Associate - Manufacturing

Grade: O2A

Location: Vizag

Salary Components

Annual Basic: Rs. 67,867.20

Annual Total Flexible Pay: Rs. 82,948.80

Annual Guaranteed Cash: Rs. 150,816

Total Flexible Pay: You can re-distribute your Flexible Benefits Pay amount and leverage tax benefits under Income Tax rules.

Other Benefits

- Medical Insurance Coverage - As per Policy subject to 10% Co payment.
- Personal Accident cover - As per Policy
- Group Term Life Insurance - As per Policy
- Leave: Eligible as per Leave rules
- Relocation benefit applicable as per policy
- Pfizer and employee will contribute towards Provident Fund as per provisions of the Employees' Provident Fund Act, 1952. You will be entitled to Gratuity as per Payment of Gratuity Act, 1972 as applicable to your cadre/category that are in force at present and/or may be amended from time to time. Gratuity is also subject to taxes as applicable under relevant laws.
- Statutory Bonus – for eligible colleagues with basic less than or equal to 21000 INR under Payment of Bonus act, 1965

CIN: L24231MH1950PLC008311

<http://www.pfizer.com/>

MTCI/HR/Offer/28-July-2022
Mr. Chittibomma Narendra,
H. No: 31-34-68, Rajeev Nagar,
Vishakhapatnam, Andhra Pradesh-500046.

Offer Letter

Dear Narendra,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with MOBIS. We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of **Graduate Engineer Trainee (GET)** with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before **1st August 2022, Monday**.

Your Cost to company will be **INR 4,50,000/-** per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.


Your employment will be governed by the rules, regulations and policies of the Company. The terms of this offer letter shall remain confidential and are not to be disclosed to any third party. The detailed letter of Appointment will be issued to you on the date of joining.

We request you to send your acceptance of the offer letter by signing on this copy and send it through email on or before **29th July 2022, Friday**.

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

We are looking forward to see you soon.

Thanks and Regards,

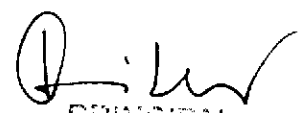

Hemadri L.
General Manager -HR
MOBIS India Ltd.

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

Candidate Name in Capital Letter

Date & Signature




PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530008 Page | 1

Annexure A

NAME	Mr. Chittibomma Narendra
DESIGNATION	Graduate Engineer Trainee

COMPONENTS	Amount Per Month (All figures in INR)	Amount Per Annum (All figures in INR)
Basic (40% of Fixed Salary)	15,000	1,80,000
HRA (50% of Basic)	7,500	90,000
Flexible Benefits	12,479	1,49,742
Employer Contribution To PF (12% of basic)	1,800	21,600
Gratuity (4.81% of Basic)	722	8,658
Total Cost To Company	37,500	4,50,000

** Payment of Gratuity as per company policy

*** Below is the consolidated breakup of Flexible Benefits amount.

Flexible Benefits	Per Annum (INR)
Personal Pursuit	13,200
Uniform Allowance	15,000
Children Education Allowance	2,400
Entertainment Allowance	12,000
Remaining Flexi	1,07,142
Total Flexible Benefits	1,49,742

Thanks and Regards,

Hemadri.L
General Manager -HR
MOBIS India Ltd.

Date: 23-06-2022

Name: CHITIKELA LAVANYA

Dear Mr. CHITIKELA LAVANYA

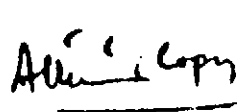
Letter Of Intent

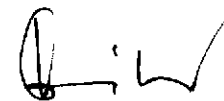
We are pleased to engage you as **Apprentice Trainee** for **HYUNDAI Mobis India Module PVT LTD (HMIA) KIA MOTORS** Penukonda Anantapur (dist) with the following terms and Conditions:

- The period of training shall be start from date **01-09-2022** and end date **01/05/2023** and the same shall be extended based on performance.
- It shall not be obligatory on our part or of the company wherein you will undergo the On Job Training to offer any employment to you during or on successful completion of your Training Period. As a Trainee Undergoing Training in an establishment, you shall be a trainee and not a workman / employee and as such, the provisions of any labour legislations shall not apply to or in relation to you and you're On Job Training shall be solely governed by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM) Regulations,2013.
- During the course of this training programmer, you would be going through online session on thefollowings:
 - a. Machine Skills
 - b. Personality Developmentand
 - c. Technical Skills
- During the tenure of your On Job Training you shall abide by the provisions and regulations from time to time as intimated to you by us and / or the establishment wherein you will undergo On Job Training including but not limited to all matters of conduct, discipline and safety.
- You shall learn your subject field conscientiously and diligently and attend to practical and instructional classes regularly.
- You shall maintain a record of the details of your On Job Training during your On Job Training period.
- You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the On Job Training, until the completion of the term of this Course Registration letter and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - ii. Neither engages in any conduct which is detrimental to the interest of TalentPro Foundation nor receive any payments of any nature directly or indirectly unless agreed to by TalentPro Foundation Extend all cooperation and do all such things as may be necessary and comply with all terms of this letter so as to effectively undertake the On Job Training.
 - iii. Report and be present at the designated location during the On Job Training Hours mentioned herein and abide by the provisions of All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations,2013.
 - iv. Comply with the safety, health and other rules and regulations of TalentPro Foundation that you have been made aware of.

Either party may terminate this Course Registration Letter by issuing 30 days' notice in writing or payment thereof

****This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. ****





PRINCIPAL

TALENTPRO FOUNDATION

**VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY**
Nerava, Visakhapatnam - 530027

- For any regular absenteeism or if you are reported to be absconding from your On Job Training then this Course Registration letter for On Job Training shall be terminated according to the Provisions of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations, 2013 or any other Rules / Schemes framed thereof.
- You're On Job training can be terminated without payment of any Stipend in the event:-
 - If you are found indulging in gainful employment with any third party and If you are unable to continue training on medical grounds (on production of a certificate to this effect from a medical officer not below the rank of a Civil Surgeon/Surgeon attached to any Government Hospital)
 - You agree to defend, indemnify and hold TalentPro Foundation harmless from any and all claims, damages, liability, attorney's fees and expenses on account of your failure to satisfy any of your obligations under this Course Registration Letter or for misconduct or for violation of any law or creation of any legal liability by you.
- You shall be entitled to a consolidated stipend an amount of Rs.12500/-. You hereby authorize TalentPro Foundation to make all payments required to be made to you by TalentPro Foundation either by way of Cheque or by directly crediting the amounts to your bank account.
- Your consolidated Stipend would be inclusive of the Employee Compensation Policies as specified herein.

Particulars	Amounts
Stipend	11000
Attendance Bonus	1500
Total Amount	12500
Amount In Words(Rs)	Twelve thousand Five Hundred only

- TalentPro Foundation will make available to you 200 hours of Online Course Content with regards to skills and upon confirmation by the establishment that you have commenced your training you will be provided access to the same through the TraineePortal.
- The eligibility criteria for the successful course completion are as follows:
 - a. Successful clearance of the Online Assessment in relation to the 200 hours of Course provided as specified under clause number 13 herein
 - b. Successful submission of the dissertation and satisfactory completion of viva voce by us
- On successful completion of the above provisions (a) and (b) you shall be entitled for On Job Training cum Employability Training Proficiency Certificate. In the event of non- clearance of Online Assessment (Point (a) above) but successful completion of the On Job Training you will only be issued the On Job Training Completion Certificate
- You shall be imparted On Job Training according to normal hours of work of the department in the establishment to which you will be attached for training.
- The Stipend for a particular month shall be paid on or before the 10th of the following month.
- This Course Registration Letter shall stand automatically withdrawn from the date of your enrollment under the NEEM scheme:
 - If you fail to submit the below listed documents, within 15 working days from the date of you receiving this course registration letter:
 1. Copy of your Aadhaar Card
 2. Copy of first sheet of your Bank Passbook and/or copy of a cancelled cheque along with bank details for stipend credit
 3. Copy of highest educational qualification certificate

If documents furnished by you are found to be false at any point in time.

TALENTPRO FOUNDATION



Any disagreement or dispute between TalentPro Foundation and You arising out of the Terms and Conditions of this Course Registration Letter or any other Terms intimated to you from Time to Time with reference to this Course Registration Letter or Incidental or ancillary thereto, shall be referred to and governed by the provisions of the terms laid of the All India Council for Technical Education [National Employability Enhancement Mission (NEEM)] Regulations 2013.

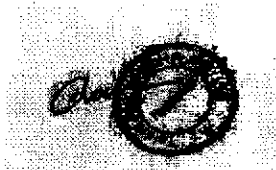
ENDORSEMENT

I hereby confirm acceptance of the above Course Registration letter, on the terms and conditions stipulated therein and hereby declare that (1) I am currently not employed (Part Time / Full Time / Fixed Term Contract) for gains with any third party and that I hold a Graduate / Diploma Certificate from a recognised university or am pursuing a Graduate / Diploma Course from a recognised University (2) On the date of Commencement of the On Job Training I shall be/ am above the age of 16 years and during the subsistence of the On Job Training Period, I shall not exceed the age of 40 years (3) I am mentally and physically fit to undergo the On Job Training as specified in this Course Registration Letter.

I hereby confirm that with the acceptance of my first Stipend it will be a conclusive proof of my acceptance of the terms and conditions laid out in this Course Registration Letter. I understand and agree that this Course Registration Letter does not confer employment by TalentPro Foundation or any guarantee of employment.

ForTalentProFoundation

Accepted andAgreed



(AuthorizedSignatory)

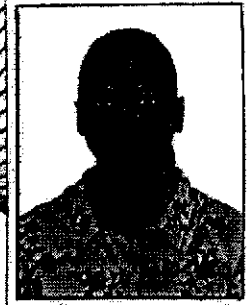
Signature and date:
(AuthorizedSignatory)

Note: The acknowledged copy to be dispatched to below mentioned address:

Talent Pro India HR Pvt. Ltd.
Corporate office: III Floor ,New No : 64 Old No : 30,Ethiraj Salai, Egmore Chennai – 600
008, Ph: 91-44-42123500 Fax: 91-44-42123498

**This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be unlawful. **

TALENTPRO FOUNDATION



Date: 1st Oct - 2022

Subject: Appointment for post of Counsellor / Asst. HR

Dear Tilaxi Meghana
We are pleased to offer you, the position of Counsellor / Asst. HR with AIMS GLOBAL SOLUTIONS on the following terms and conditions:

1. Commencement of employment

Your employment will be effective, as of 1st Oct 2022

2. Job title

Your job title will be Counsellor / Asst. HR, and you will report to [MR.] [MONISH MANOHAR], [CEO/DIRECTOR].

3. Salary

Your salary and other benefits will be as set out in Schedule 1, hereto.

4. Place of posting

You will be posted at [VIZAG, A.P]. You may however be required to work at any place of business which the Company has, or may later acquire.

5. Hours of Work

The normal working days are [MONDAY] through [SUNDAY]. You will be required to work for such hours as necessary for the proper discharge of your duties to the Company. The normal working hours are from [10:00 AM] to [6:00 PM] and you are expected to work not less than 54 hours each week, and if necessary for additional hours depending on your responsibilities.

6. Leave/Holidays

6.1 You are entitled to a casual leave of 4 days, in a month.

6.2 You are entitled to 1 working day of paid sick leave in a month.

6.3 The Company shall notify a list of declared holidays in the beginning of each year.

7. Nature of duties

You will perform to the best of your ability all the duties as are inherent in your post and such additional duties as the company may call upon you to perform, from time to time. Your specific duties are set out in Schedule II hereto.

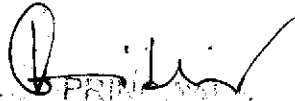
8. Company property

You will always maintain in good condition Company property, which may be entrusted to you for official use during the course of your employment and shall return all such property to the Company prior to relinquishment of your charge, failing which the cost of the same will be recovered from you by the Company.

9. Borrowing/accepting gifts

You will not borrow or accept any money, gift, reward or compensation for your personal gains from or otherwise place yourself under pecuniary obligation to any person/client with whom you may be having official dealings.

Attili's Copy


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



10. Termination

10.1 Your appointment can be terminated by the Company, without any reason, by giving you not less than 0 months' prior notice in writing or salary in lieu thereof. For the purpose of this clause, salary shall mean basic salary.

10.2 You may terminate your employment with the Company, without any cause, by giving no less than 0 months' prior notice or salary for unsaved period, left after adjustment of pending leaves, as on date.

10.3 The Company reserves the right to terminate your employment summarily without any notice period or termination payment, if it has reasonable ground to believe you are guilty of misconduct or negligence, or have committed any fundamental breach of contract or caused any loss to the Company.

10.4 On the termination of your employment for whatever reason, you will return to the Company all property; documents and paper, both original and copies thereof, including any samples, literature, contracts, records, lists, drawings, blueprints, letters, notes, data and the like; and Confidential Information, in your possession or under your control relating to your employment or to clients' business affairs.

11. Confidential Information

11.1 During your employment with the Company you will devote your whole time, attention and skill to the best of your ability for its business. You shall not, directly or indirectly, engage or associate yourself with, be connected with, concerned, employed or engaged in any other business or activities or any other post or work part time or pursue any course of study whatsoever, without the prior permission of the Company.

11.2 You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company. For the purposes of this clause 'Confidential Information' means information about the Company's business and that of its customers which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the organization, its customer lists, employment policies, personnel, and information about the Company's products, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, and all papers, resumes, records and other documents containing such Confidential Information.

11.3 At no time, will you remove any Confidential Information from the office without permission.

11.4 Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Company.

11.5 Breach of the conditions of this clause will render you liable to summary dismissal under clause above in addition to any other remedy the Company may have against you in law.

12. Notices

Notices may be given by you to the Company at its registered office address. Notices may be given by the Company to you at the address intimated by you in the official records.

13. Applicability of Company Policy

The Company shall be entitled to make policy declarations from time to time pertaining to matters like leave entitlement, maternity leave, employees' benefits, working hours, transfer policies, etc., and may alter the same from time to time at its sole discretion. All such policy decisions of the Company shall be binding on you and shall override this Agreement to that extent.

14. Governing Law/Jurisdiction

Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction of [VIZAG COURT] (A.P) only.

15. Acceptance of our offer

Please confirm your acceptance of this Contract of Employment by signing and returning the duplicate copy.



We welcome you, and look forward to receiving your acceptance and to working with you.

Yours Sincerely,

ADARI MONISH MANOHAR
CEO of Aims Global Solutions

Schedule I - Compensation Details

Salary Structure

Basic Salary: *12,000 per month (2 months training period)*
Performance Incentive: *4000 per load*

After training period : *Negotiable*

Note: You will receive a salary, and all other benefits forming part of your remuneration package subject to , and after, deduction of tax at source in accordance with applicable law.

Candidate Signature



Cientra TechSolution Private Limited

MFAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore – 560 066,
Phone: 080-67821350, Fax: 080-41157055

Ref: CTPL/SW/10102/446

Date:05-August-2022

kotiyada Venkatesh,

khandivaram village
Cchedikada mandal
Vishakapatnam district 531028

SUB: OFFER LETTER

Dear kotiyada Venkatesh,

This letter confirms our offer to you for a full-time position as **Verification Engineer I** with Cientra TechSolution Private Limited (the "Company"). Following are the terms and conditions set forth: -

Date of Joining and Work Location

Your appointment will be effective from the date of your joining, which shall not be later than **08-August-2022**. You have been offered to work from our Bengaluru office. Any change in the Work location will be communicated to you accordingly. In case of your failure to join, this offer letter shall be withdrawn and cancelled automatically.

Role: -

You will carry out all the work and services that will be entrusted to you by the Company and shall devote your entire time and effort to the same. The Company has the right to depute your services to any other company or organization in similar or such other capacity as the Company may decide. Such deputation will be treated as continuation of your services with the Company.

Salary: -

You will receive an Annual Base compensation of **INR 350000/- (Rupees Three Lakh Fifty Thousand Only)**, payable on a prorated monthly basis.

You will be entitled for **Relocation Reimbursement of INR 15000/- (Rupees Fifteen Thousand Only)**. It will be paid on actuals. The Relocation Reimbursement will be recovered from you if you leave the company on or before completion of one year from the date of joining

Your next Annual Performance Appraisal will be in **July 2023**. Post successful completion of annual performance review with satisfactory performance you will be eligible for a salary revision of **INR 550000 (Rupees Five Lakhs Fifty Thousand Only)** and similarly post satisfactory performance appraisal in **July 2024** your salary will revised to **750000 (Rupees Seven lakhs fifty thousand only)**. If you fail to perform as per expectations, then the organization will have sole discretion to take a decision on the continuation of employment with us.

The components of the compensation are illustrated in Annexure 1 of this letter ("Compensation Details"). The Compensation will be subject to the standard deductions as per the tax and other applicable statutory deductions normally to be mandatorily deducted by an employer in India.

All reasonable business expenses incurred by you in carrying out your duties shall be reimbursed on a monthly basis post submission of the actual bills to the finance team by filling the appropriate reimbursement forms capturing the expenses incurred by you. Post satisfactory evaluation of the bills submitted by you by the finance team will process the reimbursement. The Compensation details are confidential and should not to be disclosed to any person other than your immediate Reporting Manager or undersigned, in case you need clarifications.

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530022



Cientra TechSolution Private Limited

**MFAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore – 560 066.
Phone: 080- 67821350, Fax : 080 – 41157055**

Pre-Employment Verification: -

Cientra reserves the right to verify your documents submitted by you during various stages of the interview and background through internal or external agencies. These may include your current / previous employment history, educational/professional credentials and other background checks. The Company reserves the right to withdraw this

offer at any time should there be any discrepancies in the details provided by you in your resume, during the interview against details obtained through reference and background checks.

Working Hours: -

You are expected to work for 9 hours per day including one-hour of lunch break. However, since employees may need to work at respective client place, you are expected to follow time schedules as per client suitability.

Probation and Separation of Employment: -

You will be on a probation for a period of six months from the actual date of your joining the Company or till the date you get deputed on the client's project. During the probation period, the Company or you may terminate your employment at any time by giving 30 days' notice or payment of gross salary in lieu thereof. Thereafter, your employment with the Company may be terminated at any time by you or the Company by giving three months' advance notice in writing or gross salary in lieu in accordance with the provisions of Separation/Notice period of the Employment Agreement which you would be executing at the time of your joining.

Leaves and Medical Insurance Benefits: -

You will be eligible for leaves and medical benefits in accordance with the Company policies.

Cientra Policies: -

You will be governed by the Company's policies which are in practice and implemented from time to time. Any amendments in the policies will be informed to you on timely basis, and you are expected to abide and adhere to it.

We trust that you are pleased with our offer, and we look forward to having you join our team. We are greatly impressed by your caliber and special skills, and we are confident that your addition to our team will help us build a successful enterprise, while developing an excellent career for yourself.

We look forward to receiving your acceptance of this offer. If you have any questions, please do not hesitate to contact me or the HR Department.

Request you to please acknowledge the receipt of the offer letter and send us your formal acceptance of this offer letter over the email.

Thanking you.

Yours faithfully
For Cientra TechSolution Pvt. Ltd


Suhas Bhat

Authorized Signatory



Cientra TechSolution Private Limited

**MPAR Silverline Tech Park, Plot No. 180, 3rd Floor, EPIP Area, II Phase, Whitefield, Bangalore – 560 066.
Phone: 080- 67821350, Fax : 080 – 41157055**

ANNEXURE 1

Annual/Monthly CTC - kotiyada Venkatesh		
	Annual	Monthly
Basic Salary	140000	11667
HRA	56000	4667
Bonus	28000	2333
Other Allowances	47269	3939
Total	271269	22606
Flexible Benefit Plan		
FBP Meal Coupons	26400	2200
Total FBP	26400	2200
Gross Salary	297669	24806
Benefits		
Family Medical Insurance	24000	2000
Provident Fund	21600	1800
Gratuity	6731	561
Total Benefits	52331	4361
Gross Salary + Benefits	350000	29167
CTC	350000	

Note:

*** PF Contribution:** Cientra and you will be equally contributing the amount mentioned in offer break up towards the Unique Account Number allocated by PF department to each of the you. You can contribute additional amount on their own accord, as per the Voluntary PF Contribution guidelines mentioned in the Provident Fund Act.

***** Gratuity:** Amount mentioned in the Offer break up, is the contribution done for the current year against the Gratuity benefit. The actual amount payable will be as per the eligibility guidelines in Gratuity act.

****** Family Medical Insurance:** This includes premium contribution for availing the insurance for you, spouse, two dependent children and Parent/parent in law.

****** FBP Plan:** Post joining the organization, you can elect any of the FBP components of your choice from the FBP plan.

OFFER LETTER

To

02/05/2022

Jaya Sai Krishna Puvvala,

D. No: 9-5-117, High School road, Jogavanipalem, New Gajuwaka, Visakhapatnam

Dear Jaya Sai Krishna,

We are pleased to offer you a position as Junior Engineer-ITES in our Company. Your Annual CTC including all benefits will be Rs.180000(One Lac Eighty Thousand Only). Here is the compensation stack. There will be a training period of 3 months during which we will be paying Rs. 10,000/- . There will be no standard deductions during the training period. The Variable Pay is payable after completion of one year service with the company from the date of confirmation.

Compensation Stack		
Components	Monthly	Annual
(+) Basic Salary	5090	61082
(+) Flexible Benefits Pay (HRA, LTA, medical Allowance, & conveyance)	6635	79623
(+) Special Travel Allowance -VSEZ	1000	12000
Variable Pay	-	15000
Gross Salary	12725	152705
(-) Employee Contribution to PF (12% of Basic Salary)	611	7330
(-) Employee Contribution ESI (1.75% of the Salary)	95	1145
Possible Take Home salary (Subject to Tax Deductions, if any)	12019	144230
(+) Company Contribution ESI (4.75% of the Salary)	414	4963
(+) Company Contribution to EPF (12% of Basic Salary)	611	7332
Total Cost To Company (CTC)	13750	180000

Your first day of employment would be 02nd May 2022. Offer not accepted within 2 days of receipt is liable to lapse at the discretion of the Company. On the joining date, you need to pay the refundable security deposit of 10,000/- or custody of Original educational document to the company. Security deposit/Original certificate will be refunded back to you only if you follow the termination clause described in the Terms of Employment. By signing below, you not only accept the terms and conditions of this offer, but also represent to the Company that you are under no obligation or agreement that would legally prevent you from becoming an employee of Chandusoft.

We look forward for a long and successful association together towards success.
For Chandusoft Technologies Pvt. Ltd.


 Mrudula Sanapala -HR Manager
Agreed and Accepted:

I accept your offer as outlined in this letter, including any subsequent revisions, and I will be available to begin work at Chandusoft. I understand that this offer is contingent upon successful completion of reference checks and a background check if required.

Name: PUVVALA JAYA SAI KRISHNA

Signature:  Date: 04/05/2022

CSTU/2022/VSEZ/1016



 Page 1/3

 PRINCIPAL

 VISAKHA INSTITUTE OF
 ENGINEERING & TECHNOLOGY

Chandusoft Technologies Pvt Ltd. Narava, Visakhapatnam - 530027

Aaradhya Cloud Solution Pvt Ltd

Plot No. 1993, Jain Pada, Titilagarh, Bolangir, Odisha
Registration Number: U72501OR2019PTC031700, PAN No: AASCA7388J



29th June 2022

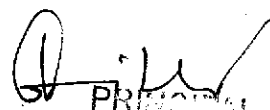
Miss M. Anitha
Phone Number - +91 9985218125
Email – anithamajji808@gmail.com

Dear Anitha,

Further to our discussions, the following is a summary of the terms and conditions applicable to your association with Aaradhya Cloud Solutions Private Limited (a subsidiary company of Neerad Solutions LLP, USA). Once you accept this offer, the terms will be crystallized in the form of an employment agreement.

- 1. Position:** You will be joining as "Workday Trainee" and will be undergoing various training sessions to learn about Workday tool.
By signing this offer, you confirm that you are under no contractual or other legal obligations that would prohibit you from performing your duties.
- 2. Date of Joining:** Your date of joining will be 01 July 2022, after which we shall have the unilateral right to terminate this offer.
- 3. Compensation:** You will receive a stipend of INR 15000/- (Indian Rupees Fifteen Thousand Only) per month. The stipend will be paid monthly beginning your appointment. You will be eligible to receive your first monthly stipend only if you join the sessions regularly for a minimum of 25 days from the date of joining. Failing so, the company will not be liable to pay any compensation to you.
- 4. Holidays/Leaves:** No leaves shall be granted other than non-working days during the training session. This does not include any emergency situations.
- 5. Confidentiality:** You hereby represent and warrant that, at all times, you will maintain confidentiality concerning all and any information relating to the Company. You will not, either directly or indirectly, make any disclosure of Confidential Information to any third party, or make any use of Confidential Information, for your own benefit or the benefit of any third party, without the Company's prior written

Anitha Majji


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530022

consent. You shall maintain proper and secure custody of the Confidential Information to which you may be privy and shall use your best endeavors to prevent the use or disclosure of the Confidential Information by or to third parties.

6. **Exclusivity:** You will not enter any employment or discussions with any potential employers for a period of 30 (thirty days) after the date hereof.

This employment offer shall be subject to you agreeing upon the following terms and conditions, which are jointly and independently binding upon you.

- A. **At-Will:** Being applauded and accepted by you at your own will and has explained the working methodology in the remote setup.
- B. **Infrastructure:** It is declared and accepted by you about having the requisite infrastructure to perform your duties from any location other than the workplace. Infrastructure means laptop/desktop with required configurations, updated RAM, data connectivity, video, and audio features.
- C. You have agreed upon to perform as per the existing or change in any performance targets/ standards, failing which the employment will come to an end without honorarium or implications, liabilities, and accountability of any Government notification for pandemic/epidemic or force majeure in nature existing or may come in future.
- D. Any litigation, grievances, and disputes with regards to this will be treated null and void, which you declare at your wish and will.

For Aaradhya Cloud Solutions Private Limited



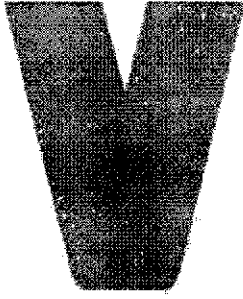
Megha Chandrakar
Senior Workday Consultant and Senior HR Executive

Date: 29 June 2022

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

Signature:

Date:



VERZEO

16 June 2022

OL No: VZNT2254

Dear Kotiyada Venkatesh,

We congratulate you for being selected for a **3 Months** Training with Verzeo Edutech Pvt. Ltd. "At will basis" which can be extended. Please find the following confirmation of your Training :

Title: **Business Development Trainee**
Training Date: **1 July 2022 to 10 July 2022**
OJT Start Date: **11 July 2022**
OJT End Date: **10 October 2022**


Stipend: **INR 17000 Per Month + INR 10000 as incentives** (Subject to statutory deductions)
Target: **250000 INR per month.**

Please indicate your acceptance, by signing the letter and mail the signed and scanned soft copy of the Training Offer Letter and the documents as mentioned below to the <acceptance@verzeo.com> within **2 working days from the receipt of this mail.** The offer shall stand automatically withdrawn without further action on the part of **VERZEO EDUTECH** if we do not receive your acceptance as per the mentioned timeline.

I have read and understood the above terms and conditions and I accept this offer, as set forth above, with Verzeo Edutech, and will report on or before **1 July 2022.**

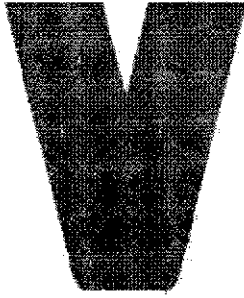
SIGNATURE: _____
(Candidate's Signature)

DATE: _____


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 531027

✉ support@verzeo.com ☎ +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.
CIN : U80900KA2018PTC109500, GSTN : 29AAGCV2536B1ZG, PAN : AAGCV2536B.



VERZEO

Training Policy

- By accepting this offer you agree to perform all responsibilities assigned to you with due care and diligence and in compliance with the management norms.
- You are also required to substantially use all of your time and effort to perform these tasks during business hours and such reasonable additional time as may be necessary.

Working Hours: 9 Hours a day (Inc. Lunch Break).

Job Type: Full Time Training

Location: Hyderabad.

- During the training period you will not receive any of the employee benefits that regular employees receive.
- During the training period, the company will have all the rights to terminate your services without offering any reason.
- At any time if you wish to discontinue the training due to personal reasons , either you will have to pay a compensation equal to 1 month stipend or you are required to serve a notice of 30 Days.
- All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
- Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
- You will observe all policies and practices governing the conduct of our business and employees.
- Official communication either within the company or outside the company should be through the company Email of your manager only.
- Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

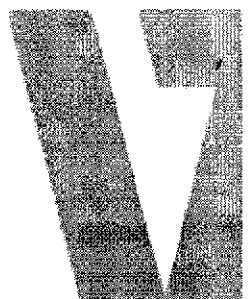
SIGNATURE: _____

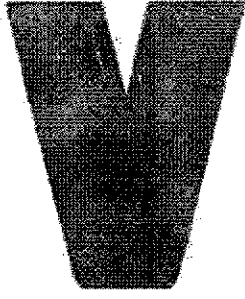
DATE: _____

(Candidate's Signature)

support@verzeo.com +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.
CIN : U80900KAZ018PTC109500, GSTN : 29AAGCV2536B1ZG, PAN : AAGCV2536B.





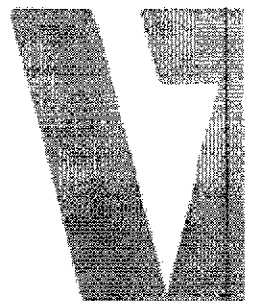
VERZEO

ANNEXURE

Sl. No	Particulars
1.	Professional / Educational Certificates and Mark Sheets towards: <ul style="list-style-type: none">• 10th standard or equivalent examination (Original MS for Verification)• 12th standard or equivalent examination (Original MS for Verification)• Graduation• Post-graduation / Doctorate Other relevant educational or skill certifications
2.	COLOR SCANNED COPY OF YOUR PHOTOGRAPHS
3.	PAN Card, Voter ID or Driving Licence Scanned Copy.
4.	Bank Account Details: Bank Name, Your Name as per Bank records, Account Number, IFSC Code.

✉ support@verzeo.com ☎ +91-8047166564

3rd Floor, 14th Cross Rd, Sector 6, HSR Layout, Bengaluru, Karnataka-560102.
CIN : U80900KA2018PTC109500, GSTN : 29AAGCV2536B1ZG, PAN : AAGCV2536B.





RENOVISION AUTOMATION SERVICES PVT. LTD.

Regd. Office : 18/5 Arya Samaj Road, Karol Bagh, New Delhi - 110 005
Phone: 41215800, Web: www.raspl.com



Date: -01.07.2022

Emp. ID:-RAS-RCT-2897

Mr./Ms. Pindi Sivakumar

56 Govinda Rao Pindi, 3-3-24 G.A Colony B.H.P.V, Mindi post, Gajuvaka, Pedagantyada, Visakhapatnam, Andhra Pradesh-530012

OFFER LETTER

Dear Sirs,

This is to inform you that as per Interview and Job Application, we are glad to offer you Employment with Renovision Automation Services Pvt. Ltd.

Details of Terms and Conditions:

1. You will be designated as Desktop Support L2 and will be based at the IDPC office. Presently you would be situated at Visakhapatnam, Andhra Pradesh (however the company reserves the right to transfer you to any other city, where it is running operations/offices).
2. Your CTC will be Rs.25000/- p.m.
3. Your probation period will be of eleven-month during probation your services can be terminated without any notice assigning any reason thereof.
4. Once receive the first salary this letter will auto consider as Appointment letter & other terms and conditions remain the same.
5. In addition to the salary, you may also be given out of pocket expenses such as conveyance paid other expenses incurred by you in performing the official duties. The Program Manager/Site in charge should duly approve this.
6. You will be entitled the monthly compensation and benefits as per the enclosed Annexure.
 - a) Do bring 2 copies following Documents/details for your Joining formalities:
 - b) Date of a birth proof certificate (copy of passport, birth certificate).any govt. proof.
 - c) Academic Certificate + Mark sheets (Xerox copy).
 - d) Relieving, Appointment & salary slip of the Previous Employer. (Original / Xerox Copy). (Mandatory)
 - e) 10 Passport size Photograph.
 - f) 2 Postcard size Photograph. (If Gross salary is below 21,000/-).
 - g) Passport No. Or ARN No.
 - h) Copy of cancel cheque.

Attn: Copy

Your CTC will be Rs.25000/-p.m. breakup of which is as:-

Structure	Breakup
Basic	4722
DA	6714
Bonus	953
Spl. AL	6081
HRA	4574
Gross Salary	23044
Employee PF deduction@12%	1800
Employee ESIC deduction (0.75% of Gross)	0
Employee Insurance	450
PT as applicable	0
LWF as applicable	3
Total Deduction	2253
Employee Net Take home	20791
Employer PF contribution@13%	1950
Employer ESIC contribution (3.25% of Gross)	0
Employer Insurance	0
LWF-employer	6
Employer total Contribution	1956
Total CTC	25000

Company will contribute 13% of gross salary excluding Bonus & HRA (Subject to the maximum gross salary of Rs.15000/-) towards provident fund, Where 1% is PF admin charges. Whereas your contribution will remain 12% of gross salary excluding Bonus & HRA (Subject to the maximum gross salary of Rs.15000/-). The company will also contribute to ESI (3.25% of gross salary) subject to your contribution (0.75% of gross salary) as per rules. TDS as per government norms.

You will be governed by general conditions of services other regarding discipline and other matters as applicable to other employees of the company as given in Annexure I.

If the above terms and conditions are acceptable to you, the duplicate copy of this offer can be signed as a token of acceptance.



New Vision Automation Services Pvt. Ltd.

Annexure - I

General Terms and conditions of Employment

1. The Company expects its employees, regardless of any legal requirements, to perform according to the highest standards of business ethics.
2. Kindly note that you are required to give a minimum 02-month notice if you wish to leave the service of the organization & this notice entitles you to all the benefits accrued (if any). For notice less than 02-month the company reserves the right to forfeit your entire annual/monthly benefit & would also deduct salary equivalent to the shortfall of the notice period.
3. An employee will normally be given a verbal warning prior to being terminated for disciplinary problems or poor performance.
4. If in case after accepting the offer letter, you will step back & will not join the site, management is authorized to take a legal action against you.
5. Absence for a continuous period of ten days without prior approval of your superior, (including overstay on leave/training) would result in your losing your lien on the service and the same shall automatically come to an end without any notice or intimation.
6. If at any time in our opinion, which is final in this matter you are found non-performer or guilty of fraud, dishonesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by us detrimental to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the company shall be entitled to recover the damages from you.
7. You will not give out to anyone, particulars or details of the process, technical know-how, security arrangements, administration and/or organizational matters pertaining to the company which may be your personal privilege to know by virtue of being in the employment of the company.
8. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and subsequent discussions. If it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, the Management may take such action as it deems fit in its sole discretion, including termination of your employment.
9. You will not carry on any business of your own or enter for any part of your time, in any capacity, the services of any other firm, company or person. In the event of your undertaking any activity with the prior permission of the company Renovision Automation Services Pvt. Ltd., the benefits of such activity will accrue to the Company.
10. You will be responsible for the safekeeping and returning in good condition of all property of the Company (Renovision Automation Services Pvt. Ltd.), which may be in your use, custody, care or charge. The company shall have the right to deduct the monetary value of all such things from your dues, and take such other action as may be deemed proper in the event of your failure to account for such property's satisfaction.
11. The appointment is further subject to the condition that for a period of 6 months from the due date of severance with the company, you shall not take up employment or another contractual assignment in an advisory or consultative capacity with any competitor or Principal of the company engaged in the business in which you have been actively associated during your employment in the company.

12. You will devote full time to the work of the company and will not undertake any direct or indirect business or work honorary or remuneration except with prior permission of the management in each case.
13. Employee has to collect an appointment letter within 6 months of joining after which company will not be liable to provide the same.
14. The company is not liable to provide a relieving letter after 6 months of being released. The employee has to ensure he/she collects the letter within the stipulated time period.
15. For any assistance, you can directly write to us. You are not supposed to loop the client while communicating if found defaulter then it will be considered as a compliance issue.
16. You would be entitled to 12 days leaves in a year those are paid (1 day paid on monthly basis) after completion of the probation period. Also, you can avail of the customer holidays subject to no service commitment to the customer on holidays. Deductions would be made in case of any access leaves.

P. Suresh Kumar
Kindly sign the duplicate copy as token of acceptance of the same.



Resonance Information Services Pvt. Ltd.

Resonance Signature

EFF/22-23/HRD/APO/080

01-OCT-2022

TO
MR. KADARI SAMPATH,
S/O KADARI GOWRISANKAR,
D NO: 22-49-2/1,
CHINTAKAYALA VARI STREET,
VISAKHAPATNAM(DT),
ANDHRA PRADESH-530001.



Sub: Offer of appointment-Reg.

Dear MR. KADARI SAMPATH,

We are happy to inform you that you have successfully completed the training from 18-AUG-2022 to 03-OCT-2022 and pleased to offer you an appointment for the position of SOLUTION SUPPORT ENGINEER in SOLUTION SUPPORT DEPARTMENT of our organization. This appointment is effective from the date 04-OCT-2022. You will be responsible for accomplishing all the assigned tasks on time.

Herewith, we enclose the Terms & Conditions of appointment. After reading the terms & conditions carefully, you are required to return the duly signed copy of the Appointment Order accepting the terms & conditions.

We take pleasure in welcoming you and trust you will have many happy & mutually benefited years of service with Efftronics Systems Pvt. Ltd.

With regards,

For Efftronics Systems Pvt. Ltd.,

T. B. Sankar

(BHAVANI SANKAR TALLURI)

VICE-PRESIDENT

Admission

[Signature]
PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam-531027

[Signature]
20/10/22

Terms & Conditions:

The following are the terms and conditions of your appointment:



1. You are required to serve the company for a minimum service period of **2.5 CONTINUOUS WORKING YEARS**
2. You are required to submit all your **Original Academic Certificates at the date of joining**, and the company will hold **1/3rd salary** as a caution deposit on every month up to the accumulated money is equivalent to Six months of your starting salary.
3. The accumulated caution deposit will be maintained with the company as security deposit and it would be returned after your completion of **2.5 Years Service with Efftronics Systems Pvt. Ltd.**
4. You will be under probation for a period of **Six Months** from the joining date mentioned in this appointment order and the period can be extended based on your performance, however it depends upon discretion of management.
5. After the period of probation, confirmation will be given to you in writing.
6. Your work performance would be monitored on a periodical basis and you will be responsible for accomplishing all the assigned tasks from time to time.
7. You have to undergo medical checkups periodically as per the policy of the company and keep yourself physically & mentally fit to perform the duties assigned to you. Efftronics Systems Pvt. Ltd. reserves every right to terminate your employment at any stage if you are found to be medically (physically/mentally) incompetent to perform the job.
8. Considering the company's nature of business, you are liable to be posted / transferred to any department / anywhere in India. You are required to carry all such assignments given to you with diligence and maintain company's image.
9. Traveling as per the requirement of organization should be undertaken.
10. The reimbursements for the above while traveling on official duty will be made as per the norms of the company for the expenses incurred by you.

Verified By
M. Ch. ...
20/11/2019

11. Your appointment will be governed by the policies, general service rules, regulations, practices, processes and procedures of Efftronics Systems Pvt. Ltd., applicable to you and the changes therein from time to time.



12. You will not accept any part time employment or involve directly/ indirectly in any other business activity. Besides, you will not involve yourself with the competitors of the company for a minimum period of two years from the date of your ceasing from the service with the company.

13. Whenever you are assigned with any training / up gradation programme(s) by the company, you are required to diligently and beneficially take part in all such programme(s) to accomplish the objectives.

14. No permission will be granted for doing any educational courses before the completion of 2.5Years Service. After completion of 2.5Years Service with Efftronics, if you want to do so; you are required to intimate and take prior permission from the company.

Salary: -

Your Initial monthly salary would be **Rs. 12,753/-**

- The company will hold 1/3rd salary every month till the caution deposit of six months equivalent salary is accumulated. After completion of 2.5years service caution deposit would be returned.

You are entitled to the following salary and perks:

SALARY COMPONENTS	MONTHLY
Basic Salary	7,800.00
House Rent Allowance	3,120.00
Conveyance Allowance	1,560.00
Other Allowances	273.00
GROSS SALARY	Rs. 12,753/-

Verified By
M. Chandra Sekh
20/11/2022

Provident Fund

Company will contribute 12% of your basic salary towards provident fund and equal share of amount will be deducted from the salary as part of the employee's contribution as per the present PF contribution rules.



ESI

Company will contribute 3.25% of gross salary and the amount equal to 0.75% of gross salary will be deducted towards your share as per the present E.S.I contribution rules.

Taxes

All the statutory requirements like Professional tax, Income tax and other provisions applicable, if any, will be complied as per the acts of the government.

Leaves

Causal Leave

Subject to the nature of company's business, casual leaves would be granted as per the General Service rules.

Earned Leave

Every employee is entitled to earned leave only on completion of one year of service with the company. The employee may be granted earned leaves as per the General Service Rules.

Separation and Notice Period

1. Your employment with the Company can be terminated either by the Company or by you by giving one-month notice during the probation period and Three months notice for confirmed employee.

2. During the employment at any time management found the employee as a Non- performer or guilty of fraud, dishonest, disobedience, disorderly behavior, Disturbing team harmony (unnecessary disputes), Harassing colleagues, Stealing either company or colleagues belongings, Abusing colleagues on their racial, caste or physical basis, Cursing/ swearing colleagues, sexual harassment, involving in any criminal acts, acts influenced because of alcoholic beverages or illegal drugs etc., negligence, indiscipline, Willful Under Performance, Mis-Use of Company provided accommodation or Staying with family/friends without prior permission from Management in the company provided Accommodation, prolonged absence from duty without permission (**Abscond**) or any other conduct considered by us which effects the company's interests, reputation and violation of one or more terms of this appointment order, your employment will be terminated at that stage itself without any notice and also because of above said actions if any damage occurs to the company's properties and any type of liability raises on the company, the same will be recovered from employee only.

Visited By
M. Anas
25/08/2024

3. If the company terminates on the above stated grounds and decides to relieve you before serving the entire notice period, the salary till the last working day would be paid and the caution deposit held by the company will not be returned to you. If any employee is terminated with the reason of abscond, he/she shall forfeit the caution deposit held with the company and the remaining caution deposit amount (i.e. the difference amount in case of caution deposit held is less than Security Deposit), notice period salary and any other liability shall be paid to the company.



4. If at your request the Company agrees to relieve you before serving the entire notice period, you are liable to pay the company the salary for the balance notice period. However please note that accepting any such early relieving request would be at the discretion of the company.

5. Resignation before completion of Agreement Period of **2.5 continuous working years** will be deemed to be considered as bond breakage, you have to forfeit the caution deposit held and also pay the difference amount in case of caution deposit held is less than Security Deposit.

Conflicts of Interest

1. All programme(s), designs, modules, projects, manuals, literature dealt / developed by you, while in service shall be deemed to be the sole property of the company. Also, the company will have the sole proprietary right in any new project (s), which you may develop while you are in service.

2. Information, Technical or any other information obtained by you in any form or that will be available to you is of confidential nature and must not be disclosed directly or indirectly to any person/ company/ firm. In addition, you are not permitted to use any of the information related to work for your personal purpose and violating the same would lead to disciplinary action.

3. In the event of your ceasing to be on company's rolls, any technical, R&D, or any other information, which is of confidential nature that concerns to the company that has been in your knowledge during your association with the company should not be disclosed. If it is found that such information has been disclosed by you, the company has the right to initiate legal action against you.

4. In the event of your resignation / termination from the organization, you are required to submit all the property drawn / developed during your service with the organization, which may be in physical/ financial/ intellectual forms and have to obtain "NO DUE CERTIFICATE", failing which, the organization has the authority to proceed in any matter it feels fit to obtain the same.

Verified By
M. Chandra Sekh
20/11/2024

You are requested to report to duties within 3 days from Date of Appointment failing which, it will be presumed, that you are not interested, to join our organization.

For Efftronics Systems Pvt. Ltd.,



T. B. Sankar

(BHAVANI SANKAR TALLURI)
VICE-PRESIDENT

ACCEPTANCE FORM

I, _____, hereby acknowledge that I agree to the above-mentioned terms and conditions.

Date:

Place:

Signature of candidate

Signature of Parent/ Guardian

Verified By
M. Sankar Talluri
20/08/2024

CIN: U51909AP1987PTC007554 | GST: 37AAAGE4879Q1ZT

Smart Railway Signaling

Smart Buildings

Smart Cities

IoT Solutions



Azico Biophore India Pvt. Ltd
425/3RT, Door No. 7-1-621/328
SR Nagar, Hyd-38, TS, INDIA
☎ +91-40-2381 0385 / 23705066
☎ +91-40-2381 2709

OFFER LETTER

Date: 5th September, 2022

NAIGAPULA JAGADEESH
VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY
88th Divison, Narava, Visakhapatnam

Dear NAIGAPULA JAGADEESH,

SUB: OFFER TO JOIN AS "Officer" for R&D Department at Azico Biophore India Private Limited, Visakhapatnam.

This is with reference to your application and subsequent Interview you had with us.

We are delighted to offer you a role as "Officer" for R&D Department (As discussed) this offer will be subjected to following:

1. You will receive a Total Annual Fixed Gross of Rs.234,000/- PA [Rupees Two Lakhs Thirty Four Thousand Only]. The total Gross will be disbursed to you as per the prevailing rules and guidelines.
2. You are required to submit original educational certificates, Form 16 (If applicable) & Experience documents on your date of joining as part of joining compliance.
3. Upon joining, you will receive our appointment letter describing the terms and conditions of your employment.

Kindly let us have the duplicate copy of this offer letter within five days signed by you in token of your acceptance of our offer.

We look forward to an enduring relationship with you.

For **AZICO BIOPHORE INDIA PRIVATE LIMITED**



Offer Acceptance

I have read and understand the terms and conditions stilted above and hereby signify my acceptance of this offer. My tentative Joining date is _____

Signature & Date : _____

Avinash Shindur

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Date: 25.06.2022

KAVALI LOKESH

VISAKHA INSTITUTE OF ENGINEERING AND TECHNOLOGY

88th Divison, Narava, Visakhapatnam

Dear KAVALI LOKESH,

We are pleased to appoint you for the position of Direct Sales Representative (DSR). You will be placed at Vishakhapatanam, India, with effect from the date of your joining, which shall not be later than, 24-07-2022 or the offer expires. As Direct Sales Representative you will report to Regional Manager, and the terms and conditions of your employment will be as follows:-

As an employee of the Company your Total Cost to the Company Salary would be as per Annexure-A. This will be disbursed to you in accordance with the prevailing standard compensation plans of the company, information on which will be provided to you upon joining the company.

Your salary break up will be according the company policies followed within Shree Logistics and will follow the laws and regulations as stipulated by the Indian government from time to time.

You will be eligible for Provident Fund Scheme and Employee State Insurance Scheme and both employer & employee contributions to such scheme will be covered within the overall compensation package with no extra cost to the Company.

The General Terms and Conditions of Service of Shree Logistics with such modifications as may be made from time to time will apply to you.

Your employment with the Company is subject to:

1. Your medical fitness; to you being fit, physically and mentally at all times, to carry out with clarity and in team spirit, the functions assigned to you
2. The accuracy of the testimonials and information provided by you.
3. You will be required to do such work as will be assigned to you from time to time. The provisions of the Industrial Disputes Act will not be applicable to you as you will not be a "Workman" within the meaning of the said Act.
4. During the term of your employment with the Company, you shall not engage in any other employment. You shall also not act in any way, which either conflicts with your duties and obligations to the Company or contrary to the policies or the interests of the Company or any of its associated companies.
5. You will maintain strict confidentiality and secrecy as per the company's confidentiality agreement.
6. As part of the work you may be required to travel and stay at customer and or company locations for an extended period of time.
7. This agreement is concluded for a period of 6 MONTHS ONLY and of will be terminable by either side without any default or any reason on one month's notice or payment of an amount equal to one months consolidated emoluments. Extension of job period will be communicated in written subject to the continuation of contract with client.
8. Your Job will be transferrable anywhere in India in Shree Logistics or its sister concerns business/

unit at the sole discretion of company with no additional compensation.
9. Please read all terms and conditions carefully; these terms and condition in this letter; you agree

Atul K. Copy

[Signature]
PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

to these terms and conditions through addendum to this letter in written.

10. You will have no claims, whatsoever; to employment with the Clients either during the tenure of this Agreement or after its termination and you are appointed for this employment on this express understanding.

GENERAL TERMS & CONDITIONS

A) PROBATION

- i) You will be on probation for a period of One (1) calendar month. Which includes your performance in training period of 6 days and subsequent independent performance for said probation period.
- ii) During the probation period of One (1) calendar month the contract may be terminated without stating any reason with immediate effect in written reference to this Offer Letter compensating the gross salary for actual number of days worked under the probation period as per Annexure A agreed.

B) PERSONAL SERVICES

- i) You shall personally perform the work as directed by the Company and shall have no right to delegate, in any way, the responsibility, you shall have no right to hire, supervise or pay assistants, except as specifically directed in writing, in advance by the Company.

C) SICKNESS

- i) If you are absent from work through sickness or injury of less than two (2) working days in a row you must provide a Self-Certifying Certificate.
- ii) If you are absent from work through sickness or injury for four working days or more, a medical certificate provided by a doctor or a hospital must be supplied immediately and thereafter at weekly intervals.
- iii) The making of any false statement regarding absence due to sickness or Injury may render you liable to dismissal and failure to supply certificate may lead to disciplinary action for unauthorized absence and termination from Job with immediate effect.

D) TIMEKEEPING

- i) Actual work timings and shifts may vary from time to time based on business and customer service requirements. You will be advised by your supervisor or manager of the working hours, break period and weekly rest day(s) for your unit. You must promptly attend work in accordance with the hours of work as defined and are required to log your working hours accordingly.
- ii) Should it occur that you are constantly late for work, it may be treated as an act of misconduct and thus disciplinary action will be taken.

E) LEAVES AND HOLIDAYS

- i) You are eligible to take two (2) leaves in a calendar month with prior written intimation and approval. Leaves taken without prior approval will attract deduction in your salary.
- ii) Holidays will be as the clients List of Holidays.

F) LATE AND EARLY WORKING

- i) You will be required to do such work as will be assigned to you reasonably by the Company from time to time. You will attend to work before and after regular office hours as well as on holidays as the exigencies of work demand for which you will not be entitled to any further remuneration.

G) TRANSFER/SECONDMENT

- i) The Company shall be entitled to transfer or second your services with continuity to any of the

Am... ..

[Signature]
PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

branches or sister concern companies or any third party/client, whether existing or which may be set up in future anywhere in India without any change in the terms and conditions of the employment at the sole discretion of the Company.

H) TIME AND ATTENTION

- i) During the continuance of your employment you shall unless prevented by Incapacity devote your full time, energy and attention to the business of the Company and shall not be in any way directly or indirectly engaged in any other undertaking, business, profession or employment whatsoever including part time employment or be concerned or interested in any other business of a similar nature or competitive with that carried on by the Company.

I) CONFIDENTIALITY

- i) You shall acknowledge that confidential information and material regarding the Company or any related company thereto and its clients have been or will be disclosed to you solely for the purpose of assisting in performing your duties. Such information and material are and will remain the property of the Company. The phrase confidential information and material shall include, but is not limited to all information belonging to the Company or any related company thereto and its clients relating to their respective services, products, customers, business methods, strategies and practices, internal operation, pricing and billing, financial data, costs, personal information, suppliers, contracts, sales, technology, computer software and systems, inventions, developments, trade secrets of every kind and character, information designated by the Company or its clients as confidential and all other information that might reasonably be as confidential.
- ii) You shall acknowledge that you may use such confidential information and materials only during the term of employment and solely for the purpose of such employment, and that this right shall expire upon your discharge or resignation. You shall therefore agree not to use for your benefit or for the benefit of any other person or entity except as specifically authorized in writing In advance by the Company or divulge to any person or entity for any reason, any such information and material related and connected to the business of the Company or any related company thereto and its clients/ customers/ affiliates, either at any time during the term of your employment or at any time after its termination.
- iii) All documents, papers and books, drafted by the Company or any related company thereto regard to matters mentioned in the precedent paragraphs are and remain the property of the relevant entity, and you will return these upon first request of the Company, and in any case upon termination of the present agreement.
- iv) You shall be required not to directly or indirectly disclose or divulge to any person or entity, including to the client or to any colleagues or co-workers of the Company either during or after your period of employment, your remuneration/terms of employment.
- v) If you breach this obligation of confidentiality, you shall pay the Company a fixed Indemnity in the amount of INR 1,00,000/- (One Lakh) per incident, the Company having the right to claim a higher indemnity subject to evidence of the scale of the damage.

J) GRIEVANCES

- i) If you wish to raise a grievance relating to your employment, you should do so initially with the Manager Operations.

K) PROFESSIONAL ETHICS

- i) You are required to deal with the Company money, material and documents with utmost honesty and professional ethics. If you are found guilty at any point of time of moral turpitude or dishonesty in dealing with Company's material, document or theft or misappropriation regardless of a value involved, your services would be terminated with immediate effect, notwithstanding any other terms

Ali...

PRINCIPAL

VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Logistics

(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

and conditions mentioned in this letter.

L) NEGLIGENCE

- i) If you are guilty of any inattention to or negligence in the conduct of the business or of any other act or omission inconsistent with your duties or any breach of the terms & conditions of your employment for which the Company shall be the sole judge and you shall be liable for appropriate legal action including immediate termination of your employment.

M) TAXES

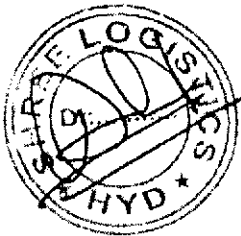
- i) Taxes deductible at source would be deducted by the Company as per rules.

N) EFFECT OF AGREEMENT

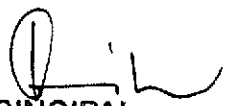
- i) The terms and conditions contained in the Appointment Letter shall ensure to the benefit of and shall be binding on yourself and the Company hereto, the successors and assigns of the Company and your heirs and personal representatives. Your rights, obligations and duties under the aforesaid Letter shall not be assigned by nor are they assignable by you.
- ii) If the above terms (including the General Terms and Conditions) are acceptable to you kindly sign and initial each page in acceptance of the terms and conditions set out herein and return the duplicate copy of this letter in token of your acceptance.

We welcome you and wish you every success in your career with Shree Logistics.

Yours sincerely,



Authorized Signatory
SHREE LOGISTICS


PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027



Shree Group of Companies

Shree Logistics

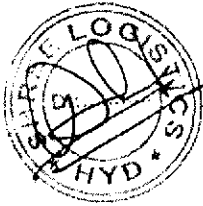
(Unit of Shree Group of Companies)

4-1-938, 101, 1st Floor, Krishna Apartments, Tilak Road, Abids, Hyderabad - 500001.

Annexure - A
(All figures in INR)

Location: Vishakhapatnam AP.

Description	Per Month	Per Annum
Basic	15000	180000
HRA	6200	74400
GROSS SAL	21200	254400
Deduction -PF 12%	1800	21600
Deduction -ESIC 0.75%	0	0
Deduction -PT	200	2400
INDUSTRY CONTRIBUTION	0	0
Company' Contribution to PF -13%	1950	23400
Company' Contribution to ESIC -3.25%	0	0
Bonus 8.33%	1250	15000
TOTAL cost	3200	38400
Company' Contribution (C.I.C)	0	0



[Handwritten signature]

[Handwritten signature]

PRINCIPAL
VISAKHA INSTITUTE OF
ENGINEERING & TECHNOLOGY
Narava, Visakhapatnam - 530027

Talent Maximus Payroll Services

ANNEXURE I

JUPALLI PRAVEEN KUMAR
TMP/ENP/2223/0056

Date of Joining: 15/06/2022

Salary:

You will be compensated Base salary of Rs. 20677/- per month for your employment as detailed below.

You will be designated to the client as JR. ENGINEER - OPERATIONS (II).

Salary Structure		
Components	Monthly in Rs.	Yearly in Rs.
Basic	17657	211884
HRA	2132	25584
Leave Travel Allowance	0	0
Telephone Reimbursement	0	0
Lunch Allowance	0	0
Special Allowance	0	0
Advance Bonus *	888	10656
Base Salary (A)	20677	248124
Provident Fund (PF)	1800	21600
Employee State Insurance (ESI)	644	7728
Gratuity *	849	10188
Benefits (B)	3293	39516
Variable Pay * (C)	1034	12408
Cost to Company (CTC)	25004	300048

- Advance against Statutory Bonus will be paid along with monthly salary.
- Gratuity: Payable as per Gratuity Act
- Variable Pay: Paid quarterly based on performance of employee & company

Talent Maximus Payroll Services Private Limited

"ASV Adarsh Towers", III Floor, No.719, Pathari Road, Mount Road, Chennai- 600002 . Tel : 91-44-4395230

Talent Maximus Payroll Services

D. Rules

1. In the day to day functioning or carrying out all responsibilities, you will receive instructions from your supervisors and will undertake to abide by any suggestions etc., given by any assigned person(s).
2. You shall also abide to undergo any training that may be offered to you by the Client during the tenure of this agreement.
3. You would be following the working hours of the Client.
4. Leave policy as per the details provided in the handbook
5. You are expected to always maintain the highest standards of ethics and acceptable behavior and at all times during your employment and deputation, strictly abide by the Laws of India.

E. Nondisclosure

You will not at any time use or disclose to anyone other than authorized officers of the Company information or knowledge relating to the Company's business or any Company proprietary information, technical data, patents, copyright, trade secrets or know-how, including but not limited to research, product plans, products, services, software, codes, programs, algorithms or markets, software, developments, inventions, processed, apparatus, equipment, formulae, technology, designs, , specifications, drawings, engineering, hardware configuration information, financial, administrative and or organization matters or any transaction or affairs of the Company like procurement requirements ,purchasing, manufacturing, business forecasts, sales and merchandising and marketing plans, or any Information pertaining to the clients, customers, suppliers or agents, of the company obtained by you while in the employment of the Company(the" Confidential Information").

You shall also not disclose any such Confidential Information as mentioned above pertaining to the Company, which shall not be generally known to the public or recognized as standard practices and on leaving the Company, shall not take with yourself the confidential Information belonging to the company without its consent. The confidentiality obligations mentioned under this section shall survive the termination of this Agreement, howsoever occasioned.

All record, notes, compilations, or other recorded matter, and copies or reproductions thereof, relating to the Company's operations, activities, or business, made or received by you during any period of employment with the Company are and shall be the property of the Company exclusively, and you shall surrender the same at the time of your resignation or termination of employment. You agree and recognize and agree that all works, ideas, inventions, enhancements, plans, writings, papers, programs, improvements, records, data, e-mail address book including contact details, notes, drawings, files, documents, samples, devices, products, equipment, and

Talent Maximus Payroll Services Private Limited

"ASV Adarsh Towers", III Floor, No.719, Pathari Road, Mount Road, Chennai- 600002 . Tel : 91-44-4395230

Talent Maximus Payroll Services

other materials, including copies in whatever form and translations into any other language and intellectual property, relating to the business of the company that you possess or creates (the "Inventions") conceived by you, alone or with others, during the term of your employment, whether or not during working hours, that are within the scope of the Company's business operations or that relate to any of the Company's work or Projects are the sole and exclusive property of the Company.

You further agree that you will promptly disclose all Inventions to the Company and hereby assign to the Company all present and future rights you may have in those Inventions, including without limitation those relating to patent, copyright, trademark or trade secrets. At the request of and without charge to the Company (except for any associated, reasonable and out-of-pocket expense of yours which Company will pay), You will do all things deemed by the Company to be reasonably necessary to perfect the title to the Inventions in the Company and to assist in obtaining for the company such patents, copyrights or other protection as may be provided under law and desired by the Company, including but not limited to executing and signing and all relevant applications, assignments or other instruments.

Notwithstanding the foregoing, the Company hereby notifies You that the provisions of this Section shall not apply to any Inventions for which no equipment, supplies, facility or Confidential Information of the Company was used or referred to and which were developed entirely by You in your own time, unless (1) the Invention relates to (i) to the business of the Company, or (ii) to actual or demonstrably anticipated research or development of the Company, or (2) the Invention results from any work performed by you for the Company.

F. Indemnity

You shall be responsible for protecting any property of the Client entrusted to you in the due discharge of your duties and you shall keep TALENT MAXIMUS PAYROLL SERVICES PRIVATE LIMITED indemnified against any claim whatsoever against loss of any kind to the said property. You shall also return to the client, all such property as entrusted to/ with you on completion of the deputation period.

G. Liability

1. You shall at no point of time make any claim or assert any right to employment, damage, loss or compensation of any sort whatsoever against the Client. This arrangement of deputation is purely a contractual agreement between TALENT MAXIMUS PAYROLL SERVICES PRIVATE LIMITED and the Client for the specified period.
2. You shall not engage in any act subversive of discipline in the course of your duty/ies for the Client either within Client's office or outside it, and if were at any time found indulging in such act/s, we reserve the right to initiate disciplinary action as is deemed fit, against you.

Talent Maximus Payroll Services Private Limited

"ASV Adarsh Towers", III Floor, No.719, Pathari Road, Mount Road, Chennai- 600002 . Tel : 91-44-4395230

Talent Maximus Payroll Services

H. Certificate / Testimonials

You are required to submit the required documents, as listed in Annexure II, at the time of joining to TALENT MAXIMUS PAYROLL SERVICES PRIVATE LIMITED.

I. Termination

This agreement shall be terminated by either party giving 15 days' notice in writing or salary will be deducted in lieu of notice to the other.

This agreement shall be terminated by TALENT MAXIMUS PAYROLL SERVICES PRIVATE LIMITED without notice if you are found to be in breach of any of the above clauses.

J. Dispute Resolution:

In the event of any dispute arising between the parties to this agreement, the parties shall first negotiate with each other in good faith and endeavor to resolve such dispute. In the event that they are unable to do so, the parties agree to refer the same to arbitration. The parties shall endeavor to mutually agree on the name of a sole arbitrator to conduct the arbitration. In the event that they cannot reach agreement on the name of a sole arbitrator, the parties will approach the Hon'ble High Court of Madras to appoint such sole arbitrator. The provisions of the Arbitration and Conciliation Act, 1996, shall govern the proceedings. The award of the arbitrator shall be final and binding. The venue for such arbitration shall be Chennai. For all other matters the Courts at Chennai shall have exclusive jurisdiction

Kindly sign the duplicate copy of this letter for having accepted the terms and conditions.

For TALENT MAXIMUS PAYROLL SERVICES PRIVATE LIMITED



Authorized Signatory

I accept the above letter and agree to abide the terms and conditions mentioned.

Signature:

Date:

Name: JUPALLI PRAVEEN KUMAR

Talent Maximus Payroll Services Private Limited

"ASV Adarsh Towers", III Floor, No.719, Pathari Road, Mount Road, Chennai- 600002 . Tel : 91-44-4395230



Offer Letter

Date : July 12, 2022

Dear BAKKA VENKATESWARLU REDDY

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	BAKKA VENKATESWARLU REDDY
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company (CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Home Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

For: (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.
2. The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

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



Offer Letter

Date : July 12, 2022

Dear PILLA VENKATESH

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	PILLA VENKATESH
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear GANISETTI BALA PRAVEENA KUMARI

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure - A

Compensation Details	
Name	GANISETTI BALA PRAVEENA KUMARI
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear P BABU

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your on boarding details will be communicated by BYJU'S On boarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	P BABU
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear ADHIKARLA VENKATA SAI PAVAN

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	ADHIKARLA VENKATA SAI PAVAN
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear BOTTA YAMINI

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head - Human Resources

Annexure - A

Compensation Details	
Name	BOTTA YAMINI
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear DOODI MANOHAR

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure - A

Compensation Details	
Name	DOODI MANOHAR
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturpday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear KUNDRAPU SUGUNA

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your on boarding details will be communicated by BYJU'S On boarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	KUNDRAPU SUGUNA
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear PARAMATA HANVESH

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure - A

Compensation Details	
Name	PARAMATA HANVESH
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Perks (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear TUMMALA POORNIMA

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	TUMMALA POORNIMA
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear P JAYA SAI KRISHNA

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure - A

Compensation Details	
Name	P JAYA SAI KRISHNA
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear DEEPAK CHAKRAVARTHI

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	DEEPAK CHAKRAVARTHI
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. **Benefits** – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear ALIGI PRAKASH

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	ALIGI PRAKASH
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear DALLI ROHIT TARUN SAI

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your on boarding details will be communicated by BYJU'S On boarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	DALLI ROHIT TARUN SAI
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear GULMINDALA SAI

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure - A

Compensation Details	
Name	GULIVINDALA SAI
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)**	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear KATTA MANASA

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure - A

Compensation Details	
Name	KATTA MANASA
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)****	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear MEDISETTI RAMAKRISHNA

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure - A

Compensation Details	
Name	MEDISETTI RAMAKRISHNA
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear MULAGAPAKA BHANU CHANDRA NAIDU

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	MULAGAPAKA BHANU CHANDRA NAIDU
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear PATNALA BHAGYALAKSHMI

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure - A

Compensation Details	
Name	PATNALA BHAGYALAKSHMI
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits -- All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear TALLA DATTA SAI SRI BHARGAV

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your on boarding details will be communicated by BYJU'S On boarding Team post Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure - A

Compensation Details	
Name	TALLA DATTA SAI SRI BHARGAV
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear BEESETTI PAVAN KALYAN

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure -A

Compensation Details	
Name	BEESETTI PAVAN KALYAN
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear BAINUBELLI DILEEP

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	BAINUBELLI DILEEP
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.
2. The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear SEERAPU DHARMA TEJA

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	SEERAPU DHARMA TEJA
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Perks (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear AVUDURI YASWANTH

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	AVUDURI YASWANTH
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)**	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)**	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear MOHAMMED KHAJA

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company: ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure-A

Compensation Details	
Name	MOHMED KHAJA
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)**	₹21,600.00
Leave Travel Allowance	₹61,600.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)**	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.
2. The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:
 - Provident Fund
 - Income tax deducted at source at the rates applicable
 - Employment/Professional taxes
 - Dues to the company including loans and advances
 - Or any other applicable statutory deductions

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	Taxable
Special Allowance	Balancing Component	

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income



Offer Letter

Date : July 12, 2022

Dear RAM SHANKAR

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Resolution Specialist-Customer Resolution** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company') in the **Student Experience** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **August 13, 2022**. You're on boarding details will be communicated by BYJU'S On boarding Team post

Acceptance of the offer. In case you do not report at your job on or prior to **August 13, 2022**, the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your on boarding process.* Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Resolution Specialist-Customer Resolution
Department	Student Experience
Employment Type	Regular
Work Location	Bangalore - Kalyani Tech Park

Fixed Compensation: ₹ 400000

Variable Compensation: ₹ 0

Total Annual Cost to Company : ₹ 400000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than June 24, 2021, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of On boarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R

Head - Human Resources

Annexure - A

Compensation Details	
Name	RAVI SHANKAR
Designation	Resolution Specialist-Customer Resolution
Date Of Joining	Saturday, August 13, 2022
Annual Cost To Company(CTC)	₹ 400000
Fixed Compensation	₹ 400000
Variable Compensation	₹ 0
Earnings	
Component Category	Annual
Basic Pay	₹200,000.00
House Rent Allowance	₹100,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹61,800.00
Adhoc Allowances*	₹0.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹16,800.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹378,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹356,800.00

*Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details

**Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.

***PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.

Bonuses (As Applicable)

Joining Bonus : ₹ 0 Retention Bonus : ₹ 0 Relocation Bonus : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

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

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

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.

This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.

This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.

This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.

This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 2 days. You are also at liberty to resign from the services of the Company by giving 2 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 30 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 30 days of notice in writing, or by payment of 30 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 30 days of notice in writing or 30 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure-B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income

19th July, 2022

MADAKA JYOTHI SWAROOP


Congratulations !!!

Employment Offer

Further to your application for employment with us, and our subsequent discussions, we are pleased to extend our employment offer to you for a position of “**Trainee Engineer - Production**” with Axonify Tech Systems Private Limited.

The terms and conditions of this offer are as follows:

- a. Your annual compensation would be a **Cost to the Company of INR 2,04,000/- (Rupees Two Lakh Four Thousand Only)**.
- b. Your initial place of posting shall be at the Company's at Hyderabad, your services can be transferred to any location in India or abroad subject to Company policies and business requirements from time to time.
- c. You will be governed by the Company's policies, with respect to Leave entitlements, Expense reimbursements and other HR & Business policies which are applicable from time to time. A detailed appointment letter with all the terms and conditions will be issued on your date of joining.
- d. This Offer letter is valid for a period of 2 days from the date of this letter and you will join the Company on or before the expiry of this period.
- e. By accepting this Offer Letter, you confirm, it shall not be in conflict with any other agreement that you may have entered into or any obligation that you may be bound to, in the past.
- f. Please find the details of the documents/information required at the time of joining, in Annexure A.s

H. Parthasarathy 

Axonify Tech Systems Private Limited

CIN: U31909TG2021PTC155273

Unit No: B-23, 2nd Floor Phase-II, Technocrats Industrial Estate, Balanagar, Hyderabad-500037, Telangana India,
Phone: +91-9440384449 info@axonifytech.com

In token of your acceptance of this offer, kindly sign and return duplicate copy of this letter including the Acceptance Letter given in Annexure B.

We welcome you to the Axonify family and look forward to a long and mutually rewarding association.

Regards,



Axonify Tech Systems Private Limited

Enclosures:

- a. Annexure A – Joining Formalities Documentation
- b. Annexure B – Acceptance Letter

Annexure A: Joining Formalities Documentation

It is mandatory for you to submit the following document copies, without which your permanent employment registration number cannot be generated.

Valid documents for each category are:

- A) Identity proof:
 - Passport
 - Aadhaar card
 - Driving License
- B) Current and Permanent Address proof – Any one of the below
 - Electricity bill
 - Ration card
- C) Date of Birth Proof – Any one of the below
 - Birth Certificate
 - 10th pass Certificate
- D) Educational Information: All documents (as applicable)
 - SSC mark sheet & certificate

Axonify Tech Systems Private Limited
CIN: U31909TG2021PTC155273

Unit No: B-23, 2nd Floor Phase-II, Technocrats Industrial Estate, Balanagar, Hyderabad-500037, Telangana India,
Phone: +91-9440384449 info@axonifytech.com

- HSC mark sheet & certificate
- Diploma (if applicable): Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)
- Graduation: Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)
- Post-graduation (if applicable): Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)

E) Professional Information: (As applicable)

- Relieving Letter/Experience Certificate / Service Certificate from all previous employers (if Applicable)
- Resignation Acceptance Letter / Email / Relieving Letter / Experience Certificate from current Employer (if not currently available, it is mandatory to submit the same on the date of Joining)
- Latest Salary Slips for the last two months from your previous employer

F) Others

- Marriage Certificate (in case of name change for women employees)
- Pan Card (Mandatory) for TDS processing
- 3 Passport size color photographs

Annexure B: Acceptance Letter

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this Offer letter as a token of my having accepted employment with the Company as per the terms and conditions set out in this letter.

Also, I hereby declare that nothing apart from the above-mentioned clauses have been committed to me during the selection process.

I will join Axonify Tech Systems Private Limited on or before 30th July 2022.

H. Parthasarathy 

19th July, 2022

POLUROTHU ANUSHA

Congratulations !!!

Employment Offer

Further to your application for employment with us, and our subsequent discussions, we are pleased to extend our employment offer to you for a position of “**Trainee Engineer - Production**” with Axonify Tech Systems Private Limited.

The terms and conditions of this offer are as follows:

- a. Your annual compensation would be a **Cost to the Company of INR 2,04,000/- (Rupees Two Lakh Four Thousand Only)**.
- b. Your initial place of posting shall be at the Company's at Hyderabad, your services can be transferred to any location in India or abroad subject to Company policies and business requirements from time to time.
- c. You will be governed by the Company's policies, with respect to Leave entitlements, Expense reimbursements and other HR & Business policies which are applicable from time to time. A detailed appointment letter with all the terms and conditions will be issued on your date of joining.
- d. This Offer letter is valid for a period of 2 days from the date of this letter and you will join the Company on or before the expiry of this period.
- e. By accepting this Offer Letter, you confirm, it shall not be in conflict with any other agreement that you may have entered into or any obligation that you may be bound to, in the past.
- f. Please find the details of the documents/information required at the time of joining, in Annexure A.s

Axonify Tech Systems Private Limited


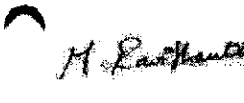
CIN: U31909TG2021PTC155273

Unit No: B-23, 2nd Floor Phase-II, Technocrats Industrial Estate, Balanagar, Hyderabad-500037, Telangana India,
Phone: +91-9440384449 info@axonifytech.com

In token of your acceptance of this offer, kindly sign and return duplicate copy of this letter including the Acceptance Letter given in Annexure B.

We welcome you to the Axonify family and look forward to a long and mutually rewarding association.

Regards,



Axonify Tech Systems Private Limited

Enclosures:

- a. Annexure A – Joining Formalities Documentation
- b. Annexure B – Acceptance Letter

Annexure A: Joining Formalities Documentation

It is mandatory for you to submit the following document copies, without which your permanent employment registration number cannot be generated.

Valid documents for each category are:

- A) Identity proof:
 - Passport
 - Aadhaar card
 - Driving License
- B) Current and Permanent Address proof – Any one of the below
 - Electricity bill
 - Ration card
- C) Date of Birth Proof – Any one of the below
 - Birth Certificate
 - 10th pass Certificate
- D) Educational Information: All documents (as applicable)
 - SSC mark sheet & certificate

Axonify Tech Systems Private Limited
CIN: U31909TG2021PTC155273

Unit No: B-23, 2nd Floor Phase-II, Technocrats Industrial Estate, Balanagar, Hyderabad-500037, Telangana India,
Phone: +91-9440384449 info@axonifytech.com

- HSC mark sheet & certificate
- Diploma (if applicable): Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)
- Graduation: Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)
- Post-graduation (if applicable): Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)

E) Professional Information: (As applicable)

- Relieving Letter/Experience Certificate / Service Certificate from all previous employers (if Applicable)
- Resignation Acceptance Letter / Email / Relieving Letter / Experience Certificate from current Employer (if not currently available, it is mandatory to submit the same on the date of Joining)
- Latest Salary Slips for the last two months from your previous employer

F) Others


- Marriage Certificate (in case of name change for women employees)
- Pan Card (Mandatory) for TDS processing
- 3 Passport size color photographs

Annexure B: Acceptance Letter

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this Offer letter as a token of my having accepted employment with the Company as per the terms and conditions set out in this letter.

Also, I hereby declare that nothing apart from the above-mentioned clauses have been committed to me during the selection process.

I will join Axonify Tech Systems Private Limited on or before 30th July 2022.

H. Raut 

19th July, 2022

KANNAMREDDI GANESHSWAMIKUMAR


Congratulations !!!

Employment Offer

Further to your application for employment with us, and our subsequent discussions, we are pleased to extend our employment offer to you for a position of “**Trainee Engineer - Production**” with **Axonify Tech Systems Private Limited**.

The terms and conditions of this offer are as follows:

- a. Your annual compensation would be a **Cost to the Company of INR 2,04,000/- (Rupees Two Lakh Four Thousand Only)**.
- b. Your initial place of posting shall be at the Company's at Hyderabad, your services can be transferred to any location in India or abroad subject to Company policies and business requirements from time to time.
- c. You will be governed by the Company's policies, with respect to Leave entitlements, Expense reimbursements and other HR & Business policies which are applicable from time to time. A detailed appointment letter with all the terms and conditions will be issued on your date of joining.
- d. This Offer letter is valid for a period of 2 days from the date of this letter and you will join the Company on or before the expiry of this period.
- e. By accepting this Offer Letter, you confirm, it shall not be in conflict with any other agreement that you may have entered into or any obligation that you may be bound to, in the past.
- f. Please find the details of the documents/information required at the time of joining, in Annexure A.s

Axonify Tech Systems Private Limited

CIN: U31909TG2021PTC155273

Unit No: B-23, 2nd Floor Phase-II, Technocrats Industrial Estate, Balanagar, Hyderabad-500037, Telangana India,

Phone: +91-9440384449 info@axonifytech.com

In token of your acceptance of this offer, kindly sign and return duplicate copy of this letter including the Acceptance Letter given in Annexure B.

We welcome you to the Axonify family and look forward to a long and mutually rewarding association.

Regards,



Axonify Tech Systems Private Limited

Enclosures:

- a. Annexure A – Joining Formalities Documentation
- b. Annexure B – Acceptance Letter

Annexure A: Joining Formalities Documentation

It is mandatory for you to submit the following document copies, without which your permanent employment registration number cannot be generated.

Valid documents for each category are:

- A) Identity proof:
 - Passport
 - Aadhaar card
 - Driving License
- B) Current and Permanent Address proof – Any one of the below
 - Electricity bill
 - Ration card
- C) Date of Birth Proof – Any one of the below
 - Birth Certificate
 - 10th pass Certificate
- D) Educational Information: All documents (as applicable)
 - SSC mark sheet & certificate

Axonify Tech Systems Private Limited

CIN: U31909TG2021PTC155273

Unit No: B-23, 2nd Floor Phase-II, Technocrats Industrial Estate, Balanagar, Hyderabad-500037, Telangana India,
Phone: +91-9440384449 info@axonifytech.com

- HSC mark sheet & certificate
- Diploma (if applicable): Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)
- Graduation: Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)
- Post-graduation (if applicable): Semester wise mark sheets or a consolidated mark sheet and Certificate (Passing Certificate / Convocation Certificate / Provisional Passing Certificate)

E) Professional Information: (As applicable)

- Relieving Letter/Experience Certificate / Service Certificate from all previous employers (if Applicable)
- Resignation Acceptance Letter / Email / Relieving Letter / Experience Certificate from current Employer (if not currently available, it is mandatory to submit the same on the date of Joining)
- Latest Salary Slips for the last two months from your previous employer

F) Others

- Marriage Certificate (in case of name change for women employees)
- Pan Card (Mandatory) for TDS processing
- 3 Passport size color photographs

Annexure B: Acceptance Letter

I have read and understood all the terms and conditions contained in this letter and agree to abide by the same. I am signing this Offer letter as a token of my having accepted employment with the Company as per the terms and conditions set out in this letter.

Also, I hereby declare that nothing apart from the above-mentioned clauses have been committed to me during the selection process.

I will join Axonify Tech Systems Private Limited on or before 30th July 2022.

H. Parthasarathy 